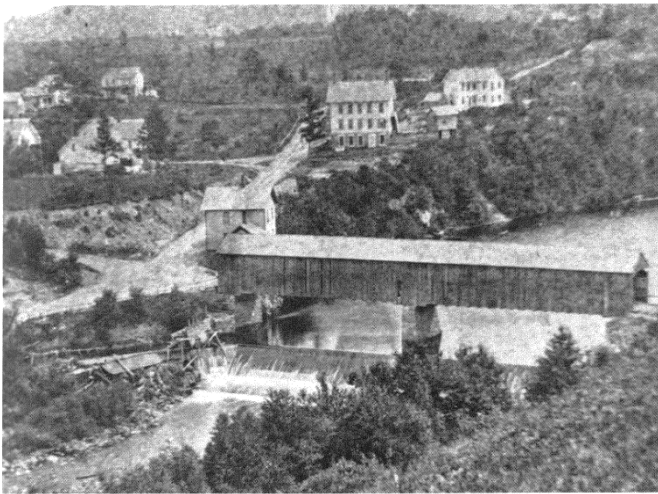


# *Town of Erving*

## 2014 ANNUAL REPORT

*Commonwealth of Massachusetts*

*Incorporated in 1838*



*Covered Bridge at Millers Falls (Built in 1872)*

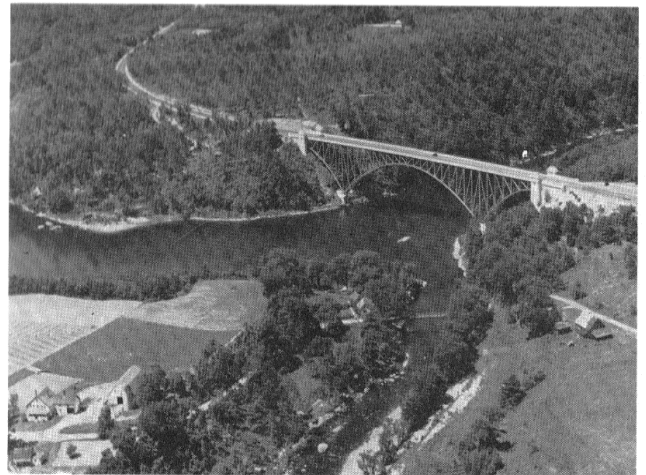


*The White Bridge at Millers Falls (Built in 1892)*

### A SNAPSHOT OF THE HISTORY OF THE BRIDGES OF ERVING



*Iron Bridge at Farley (Built in 1889)*  
*(Photo by Chuck Blake)*



*French King Bridge at Millers Falls (Built in 1932)*

*I wish to thank all of those who again contributed to this report.*

*Thank you also to David Brule for composing our dedication.*

***Betsy Sicard, Municipal Clerk***

# **ANNUAL REPORT**

## **TOWN OF ERVING MASSACHUSETTS**



**FOR THE YEAR ENDING  
DECEMBER 31, 2014**

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## DEDICATION

*We dedicate this year's Annual Town Report to  
Craig Moore*



## ***Town Report Dedication to Mr. Craig Moore***

*This year the Town of Erving dedicates its Annual Town Report to the gentleman from Flagg Hill, who has served the town as Conservation Commissioner for almost thirty-five years—Mr. Craig Moore.*

*Craig recently retired from the Conservation Commission after tirelessly assisting the Commission to navigate the complex wetlands rules as they apply to the citizens of Erving and their building projects.*

*Mr. Moore is a no-nonsense New Englander, thrifty with his words, who has kept a sharp, critical eye on the sometimes convoluted wording of the rules found in Massachusetts Wetlands Protection Act M.G.L. c.131, section 40, and regulations 310 CMR 10.00. These rules govern everything from waterways and wetlands to wildlife habitat, Bordering Vegetated Wetlands and Buffer Zones.*

*He joined the Commission in the late 1980s when a Grand Trunk RR project was proposed that would turn the town's aquifer and recharge zone into a paved-over 60-acre parking lot. He stayed with the Commission for the next three decades, following in the footsteps of his uncle Douglas Black, one of the founding members of the Erving Conservation Commission when it was formed following the Clean Waters Act of the 1970s.*

*Mr. Moore personifies the typical citizen who serves his community in an often unheralded yet steady way. He kept what could be considered a low profile, yet he proved as immovable as a rock in assuring that the rights and interests of Erving residents received the attention they deserve.*

*For his consistent service to the Town of Erving as a longtime Conservation Commissioner, we are honored to dedicate the 2014 Annual Town Report to Craig Moore.*

# ***Town Clerk***

## ***Reports***

***2014***



***Richard W. Newton***



## **ELECTED TOWN OFFICIALS**

### **BOARD OF SELECTMEN**

Margaret A. Sullivan	Term Expires 2015
Eugene M. Klepadlo (Resigned 7/23/2014)	Term Expires 2016
Arthur D. Johnson (Elected 10/7/2014)	Term Expires 2016
William A. Bembury (Chair)	Term Expires 2017

### **BOARD OF ASSESSORS**

Margaret A. Sullivan (Chair)	Term Expires 2015
James Carpenter	Term Expires 2016
Beth A. Palmquist	Term Expires 2017

### **TOWN CLERK**

Richard W. Newton	Term Expires 2015
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### **TOWN TREASURER**

Margaret A. Sullivan	Term Expires 2017
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### **TAX COLLECTOR**

Michele M. Turner	Term Expires 2016
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### **LIBRARY TRUSTEE**

Molly K. Mast	Term Expires 2015
Peter Roy-Clark	Term Expires 2016
Mackensey L. Bailey	Term Expires 2017

### **MODERATOR**

Richard K. Peabody	Term Expires 2015
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### **ERVING SCHOOL COMMITTEE**

Scott M. Bastarache	Term Expires 2015
Mackensey L. Bailey (Resigned 9/16/14)	Term Expires 2015
Renee A. Tela	Term Expires 2016
Erik R. Semb	Term Expires 2017
Failure to Elect	Term Expires 2017
Katelyn G. Mailloux (Appointed 7/21/14)	Term Expires 2015
Son Hui May (Appointed 11/24/14)	Term Expires 2015

### **TREE WARDEN**

William F. Lemieux	Term Expires 2015
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### **CONSTABLES**

Daniel B. Hammock	Term Expires 2015
Richard W. Newton	Term Expires 2016
Arthur A. Kaczinski	Term Expires 2017

### **PLANNING BOARD**

Son Hui May	Term Expires 2015
Jacquelyn M. Boyden	Term Expires 2016
Michael M. Shaffer	Term Expires 2016
William J. Morris, Jr. (Chairman)	Term Expires 2017
Failure to Elect	Term Expires 2017

### **RECREATION COMMISSION**

Mark D. Burnett	Term Expires 2015
Jillian Betters	Term Expires 2016
Chad D. Gagne	Term Expires 2016
Renee A. Tela	Term Expires 2017
Failure to Elect	Term Expires 2017
Michele M. Turner (Appointed 5/19/14)	Term Expires 2015

### **BOARD OF HEALTH**

Michael J. Gralenski	Term Expires 2015
Leo J. Parent, Jr.	Term Expires 2016
Bruce W. Scott	Term Expires 2017

## **COMMITTEES OR REPRESENTATIVES APPOINTED BY THE MODERATOR**

### **FINANCE COMMITTEE**

Daniel Hammock (Chairman)	Term Expires 2016
Arthur Johnson	Term Expires 2015
Jacob Smith	Term Expires 2016
Shirley Holmes	Term Expires 2017

### **FRANKLIN COUNTY TECHNICAL SCHOOL DISTRICT REPRESENTATIVE**

Robert Bitzer	Term Expires 2015
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### **ERVING REGIONALIZATION STUDY COMMITTEE**

Kelly Loynd  
Mackensey Bailey

## **TOWN OFFICIALS APPOINTED BY THE BOARD OF SELECTMEN**

### **ADMINISTRATIVE**

Thomas E. Sharp	Administrative Coordinator
Elizabeth C. Sicard	Municipal Clerk
Deborah M. Mero	Accountant
Jacob Smith	IT Coordinator
Jacquelyn Boyden	IT Support
Donna MacNicol	Town Counsel

### **PUBLIC SAFETY - POLICE DEPARTMENT**

Christopher Blair	Chief of Police
Patrick Merrigan	Full-Time Police Officer
Bethann Kaczinski	Full-Time Police Officer
Robert Holst	Full-Time Police Officer
James LaFlamme	Full-Time Police Officer
James Loynd	Full-Time Police Officer
Heath Cummings	Part-Time Police Officer
Jay Butynski	Part-Time Police Officer
Bryn Rabor	Part-Time Police Officer
Phillip Malone	Part-Time Police Officer
Arthur Kaczinski	Auxiliary Police Officer

### **MUTUAL AID POLICE OFFICERS**

#### **Northfield**

Chief Robert Leighton  
Sergeant John Richardson  
Officer Igor Komerzan

#### **Bernardston**

Chief James E. Palmieri  
Sergeant Jason Bassett  
Officer Christopher Savinski

#### **Gill**

Chief David Hastings  
Sergeant Christopher Redmond

### **EMERGENCY MANAGEMENT AGENCY**

Philip Wonka	Director
Donna LaClaire	Deputy Director

## **FIRE DEPARTMENT OFFICERS AND FOREST FIRE WARDENS**

Philip Wonkka	Chief and Warden
Ryan Betters	Captain
Mitchell LaClaire, Sr.	Captain

## **ERVING FIREFIGHTERS/EMT**

Joe Reed, Jr.	Shaina Kosloski
Justin Fellows, EMT	Cody Pease
Brandon Breault, EMT	Cody Traceski
Brian Mitchell	Tim Cronin
Frank Fellows	Elizabeth Call
Mitchell LaClaire, Jr.	Melinda Hodgkins
Jeremy Klepadlo	Sarah Meattey, EMT
Jamie Matthews	Peter McDonough
Julian Donaldson	Jacob Smith

## **Erving Fire Department Life Members**

Gary Burnett	Jason Burnett
William Lemieux	Robert Haselton
Douglas Walker	Donald Keith
Douglas Dupell	Dana Dodge
William Hackett	Leo Cordery
James Paulin	George Burnett
William Meuse	Leonard Clark, Jr.

## **COMMITTEES & APPOINTMENTS BY THE BOARD OF SELECTMEN**

### **CONSERVATION COMMISSION**

David Brule (Chairman)	Cyd Scott
Craig Moore (Resigned 10-6-14)	Laura Herbert
Carol Gregory	Beth Bazler
Harry Sharbaugh (Alternate)	

### **HISTORICAL COMMISSION**

Cyd Scott, Co-Chairman	Eric Duffy, Co-Chairman
Brad Peters	Nancy Kruzlic
Bill Lemieux	David Brule
Carol Gregory	

### **ERVING CULTURAL COUNCIL**

Megan Niedzwiedz (Chairman)	Term Expires 2017
Son Hui May	Term Expires 2020
Laura Bezio	Term Expires 2020
Elizabeth Sicard	Term Expires 2020
Brad Peters	Term Expires 2020
Rinky Black	Term Expires 2020
Marcia Bernard	Term Expires 2020
Phyllis Stone	Term Expires 2020

### **ZONING BOARD OF APPEALS**

Leonard H. Clark, Jr. (Chairman)  
Arthur D. Johnson (Resigned 10-20-14)  
Daniel B. Hammock  
Deborah Mero (Alternate)  
Gail Lynch (Alternate)

### **COUNCIL ON AGING**

Marge Clark	Term Expires 2016
Robert Turner	Term Expires 2015
Margaret Sullivan (Resigned 9/21/14)	Term Expires 2015
Kathie Curnick	Term Expires 2017
Joseph Bucci	Term Expires 2015
Sarah Meuse	Term Expires 2016
Annmarie Newton	Term Expires 2015
Denise Maynard	Term Expires 2017

**COUNCIL ON AGING VAN DRIVERS**

William Meuse

Harold Jenson

**WORKERS' COMPENSATION TREASURER**

Margaret A. Sullivan

**CEMETERY**

Bryant Stewart

**TOWN BUILDINGS MAINTENANCE**

Peter Walsh

Kelly Burgh

**HIGHWAY DEPARTMENT EMPLOYEES**

Glenn McCrory, Foreman

Dana Moore, Jr.

James Paulin

Julie Wonkka, Highway Secretary

**POTW #1 EMPLOYEES**

Peter Sanders, Chief Wastewater Operator

Darby Chagnon, Assistant Chief Operator

Ryan Henderson, Operator

**E911 PLANNING COMMITTEE**

Philip Wonkka

Richard Newton

Emergency Management Director

Database Coordinator

**FRANKLIN COUNTY SOLID WASTE DISTRICT**

Thomas E. Sharp - Representative

**FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS**

Thomas E. Sharp - Representative

**FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM**

Jacquelyn Boyden – Representative

**ELECTION WORKERS**

Leslie Brown	Warden
Nancy Kruzlic	Clerk

**INSPECTORS & TELLERS**

Jane Carpenter	Carole Lyman
Joyce Newton	Cyd Scott

**BOARD OF REGISTRARS**

Richard Newton	Theresa Dodge
Warren Boyden	Elizabeth Sicard

**ERVING IMPROVEMENT COUNCIL**

**TREASURER'S OFFICE**

Julie Wonkka, Payroll/HR Assistant  
Avis Suddy, Clerk

**TAX COLLECTOR'S OFFICE**

Ann Petrain, Assistant Tax Collector

**TOWN CLERK'S OFFICE**

Elizabeth Sicard, Assistant Town Clerk

**ANIMAL INSPECTOR**

Daniel Hammock  
Arthur Johnson

**ANIMAL CONTROL OFFICER**

Arthur Johnson

**HRA HOUSING REHAB CITIZEN ADVISORY**

Carole Lyman  
Marjorie Clark



**CENTRAL FRANKLIN COUNTY VETERANS' DISTRICT**

Bruce Bezio

**VETERANS' COMMITTEE**

Leo Parent, Jr.  
Dan Hammock  
Art Kaczinski

**MEMORIAL DAY COMMITTEE**

**GOLDEN CANE COMMITTEE**

Carole Lyman  
Leo Parent, Jr.  
Bruce Bezio  
David Brule

**USHER PLANT REUSE COMMITTEE**

Linda Downs-Bembury (Resigned 6-30-14)  
Jeanie Schermesser  
Gary Burnett  
Jeff Dubay  
Sarah Vega-Liros (Resigned 9-29-14)  
Eric Duffy (Resigned 1-28-15)

**PERSONNEL RELATIONS REVIEW BOARD**

Beth Lux, Chair  
Jacquelyn Boyden  
Brenda Silva  
Willi Ryan  
Deb Smith  
Linda Downs-Bembury, Alternate

**NATIVE AMERICAN AFFAIRS OFFICERS**

David Brule, Conservation Commissioner  
Bruce Scott, Conservation Commissioner

## **APPOINTMENTS BY THE ERVING ELEMENTARY SCHOOL COMMITTEE**

### **GILL-MONTAGUE REGIONAL SCHOOL COMMITTEE REPRESENTATIVES**

Beth Lux  
Kelly Loynd  
Vacancy

### **SCHOOL UNION 28 REPRESENTATIVES**

Jarod Boissonneault (Chairman)  
Melanie Burnett  
Scott Bastarache  
Renee Tela (Alternate)

### **SCHOOL UNION 28 JOINT SUPERVISORY COMMITTEE**

Scott Bastarache, Chairman

### **ERVING ELEMENTARY SCHOOL COUNCIL**

James Trill	Principal	Laura Bezio	Parent
Mary Glabach	Teacher	Mindy LaBelle	Parent
Lisa Bartlett-Nuttelman	Teacher	Bobby Braun	Parent
Taylor Gallerani	Teacher		

## **TOWN CLERK**

### **VITAL STATISTICS FOR 2014**

#### **BIRTHS**

A total of 18 births were recorded in the Town of Erving for this year.

#### **MARRIAGES**

A total of 6 marriages were recorded in the Town of Erving for this year.

#### **DEATHS**

A total of 11 deaths were recorded in the Town of Erving for this year.

REPORTS  
OF  
BOARDS  
AND  
DEPARTMENTS

BOARD  
OF  
SELECTMEN

*William A. Bembury, Jr.,  
Chairman*

*Margaret Sullivan*

*Arthur D. Johnson*

# ***Board of Selectmen***



***Margaret Sullivan***

***William A. Bembury, Jr, Chairman***

***Arthur D. Johnson***

## **Board of Selectmen's Report**

We thank you for the opportunity to serve the community and the Town of Erving as your elected officials. In May of 2014 William A. Bembury was elected as Selectmen and replaced Andrew Goodwin as Selectmen. In July 2014 Eugene Klepadlo resigned as Selectmen and Chairman of the Select Board, and in a special election Arthur Johnson was elected to the Board of Selectmen on October 7, 2014, subsequently Selectmen Bembury became the Chair of the Select Board.

The IP Paper Mill, on Paper Mill Road became the property of the Town of Erving due to back taxes owed the town. In order to make the property safe we had to board up 240 windows, numerous doors had to be properly secured, and the property was gated off from the public. In April of 2015 the board signed a contract with Tighe and Bond to determine the cost of bringing this property back on the tax rolls through private investment, its potential for future uses, and the cost to mothball the building for a period of three years, and/or tear it down.

We are pleased to announce that the Erving Recreation Commission has moved from the Erving Town Hall basement to the Pleasant street grade School and will occupy the space that was once used by the Old Senior Center. We look forward to many good things taking place at their new sight.

In the near future we plan to work hand in hand with the Finance Committee to come up with a capital improvement plan for all town buildings. A plan that will make sense to the tax payers, and that could be accomplished over a period of time with the community's involvement.

William A. Bembury

Margaret A. Sullivan

Arthur Johnson

## ***Board of Selectmen's Office***



***Tom Sharp  
Town Administrator***



***Betsy Sicard  
Municipal Clerk***



## **Town Administrator's Report**

Yet another year has passed. Happy to report that I remain here to serve you.

A community's strength comes forth from its people. It is appropriate to show appreciation to Erving's elected officials, committee members, employees, and those others who serve this community. In the past, I've used this annual report to brag about the good people of Erving and some of the things that make this town "a great place to live". All of that is still true. But this year I want to share some of my favorite quotes and musings. So...here goes:

Respectfully submitted by Tom Sharp

*The bluebird carries the sky on his back.*

**Henry David Thoreau**

*Dream as if you'll live forever,  
Live as if you'll die today.*

**James Dean**

*When I was a boy of fourteen, my father was so ignorant  
I could hardly stand to have the old man around.  
But when I got to be twenty-one, I was astonished at how much  
He had learned in seven years.*

**Mark Twain**

*It is better to keep your mouth shut and  
Appear stupid than to open it and remove all doubt.*

**Mark Twain**

*Forceful, activating impulse of wrong desire is the greatest enemy  
To the happiness of man.  
Roam the world like the lion of self-control,  
Don't let the frogs of sense weakness kick you around.*

**Paramahansa Yogananda**

*God grant me the serenity to accept the things I cannot change,  
The courage to change the things I can,  
And the wisdom to know the difference.*

**Reinhold Niebuhr**

## **Fire Department Annual Report**

In opening the report of the Fire Department for the year 2014, I would like to thank the many residents that supported the department throughout the year.

This last year we have seen an average number in call volume with over half for medical emergency. Several new members are taking part in the Fire fighter 1-2 program held regional with Franklin County. There was an auto extrication demo put on at the Fall Festival and again we were honored to host the Rag Shag Parade in the Center of Fire Station.

Fire prevention classes were held at the school to educate our children and staff how to react in case of any emergencies. We preformed fire drills throughout the year to make sure the children are safe at all times.

In closing I would like to say thank you for supporting the Fire Department throughout the year.

Also I would like to remind everyone to change the batteries in their smoke detectors twice a year!

Respectfully,

Philip Wonkka

Fire Chief

Reported calls	158
Medical Emergency	91
Fires (brush or other)	28
Motor vehicle Accident	27
Fire Alarms	12

## **Highway Department Report**

The Highway Department would like to thank everyone for the continued support that is shown.

Many thanks for the daily commitment from, Dana Moore Jr., Jim Paulin and Peter Walsh from the HWY Department. And thank you to Bryant Stewart for the great job that he does in the Cemetery, Parks and other Grounds that he helps maintain.

2014 was a challenging year with big projects and changes to the HWY Department. The North Street and Church Street project was completed thanks to many companies, the Erving Police and the HWY Department. Many trees had to be removed to help drainage and visibility. New catch basin and drainage pipe was installed on parts of North Street. Trees and stumps had to be removed on Church Street to allow the road and sidewalks to be repaired.

On July 30<sup>th</sup> 2014 the Arch St pump station had a forced sewer main break that the HWY and POTW 1 worked around the clock very well with a local excavating company and sanitary company to dig and repair the break.

The HWY Department helped out in the Historical Building with stripping wallpaper, patching walls to get ready for paint, installed wainscoting on the walls along with new trim boards. New lighting was installed on the 2<sup>nd</sup> floor. With the help of the Sheriff's Department they painted the upstairs.

In November we started cleaning out the Union 28 Building 1<sup>st</sup> floor for the Recreation Committee to move into. We stripped wallpaper, patched walls and prepped for paint. With help from the Sheriff's department all the walls had been painted.

We have been busy working with J&R Tree Company at the IP Mill clearing brush and trees off from the building to get ready for securing the doors and windows.

With all these projects that happened we still had our seasonal duties that we completed also.

Catch basin cleaning, roadside mowing, line painting, almost anything goes, street sweeping, town building and park maintenance, setting up tents for the summer program and fall festival, and the fall leaf collection. The new leaf machine worked wonderful. We would like to thank the residents for reading the Around Town notice on not including other yard waste in the leaf piles this year as the new machine was not made for that.

The new truck is on order but not expected until sometime in March. This has left us shorthanded with trucks this winter but we will continue to do the best we can.

With the help of the Police and Fire Department the Town has purchased an enclosed safety trailer that contains orange cones, barrels and sawhorses for blocking roads or detours. This was mostly funded with a Safety Grant from the insurance company.

We look forward to helping and working with all departments again this year.

Respectfully submitted,

Glenn McCrory, Highway Foreman

## Wastewater Treatment Report

The Town of Erving owns three wastewater treatment plants. POTW # 1 & 3 (Publically Owned Treatment Works) which are operated by the Town, and POTW# 2 which is operated by Erseco ( a subsidiary of Erving Industries) Each plant is regulated by Federal and State laws. Each plant is **EPA** (Environmental Protection Agency) regulated by an **NPDES Permit** (National Pollutant Discharge Elimination System) that sets limits for the discharged water (**effluent**) to the Millers River. POTW #2 treats domestic wastewater from Erving Center and industrial wastewater from Erving Paper Mill. POTW #1 located at 16 Public Works Boulevard treats wastewater from Erving'side and Millers Falls. POTW #3 treats domestic wastewater from the small community of Farley. Wastewater is the used water and solids from a community (households) and is also known as sewage. Residential wastewater is conveyed to the treatment facility by a sewer system. The Town owns and maintains three separate sewer systems that consist of underground pipes and pump stations that pump the wastewater to an elevation so it can flow to their respective treatment plants. There are five pump stations in Erving that are also owned and maintained by the Town. Erseco provides funding for the operation of POTW #2 and the Town provides funding for the operation of the sewer systems, pump stations, and POTW #1&3. For every gallon of wastewater treated there are costs associated with the treatment process. Water conservation practices are very important they, can reduce the costs that homeowner's taxes pay for. Researching water conservation tips can reduce the cost for homeowners on the out of pocket water usage bill and can also lower the cost for the treatment of wastewater. It is important to address faucets that drip and toilets that continually run for they can cost hundreds of dollars annually per household and also increase the annual cost at the respective treatment facility.

The Town of Erving continues to clean, inspect and make repairs to the sewer infrastructure in hopes of reducing I&I. (Inflow and Infiltration). **Inflow** is surface water (sump pumps & gutter down spouts) and **infiltration** is ground water that finds its way into the sewer system through cracks. One of the many requirements by the **EPA** is the Town reduces the amount of I&I entering the sewer system. The main reason for reducing the amount of Infiltration and Inflow (**I&I**) is for groundwater recharge. For every gallon of water entering the sewer is a gallon not recharging a well or an aquifer resulting in water table depletion. The secondary reason for decreasing the amount of surface water and ground water from entering the sewer system is to decrease the costs previously mentioned in the treatment process. During spring snowmelt and rain events the treatment plants experience greater water flows coming in (**influent**). The **EPA** also requires the Town to investigate Inflow (sump pumps and gutter downspouts illegally connected to sewer system). It is not illegal to have a sump pump in your home but the Town of Erving **Sewer Ordinance** forbids illegal connections to the sewer. All three treatment plants have flow measuring devices that record the influent (incoming wastewater) and this is also an EPA requirement. This is how the Town realizes that Infiltration & Inflow (I&I) is an ongoing problem. There are methods to detect illegal connections to the sewer. There is a large expense at treating thousands of gallons a day of unnecessary I&I. Inflow (surface water from gutter downspouts and sump pumps) can be reduced by home owners acting responsible and removing illegal connections to the sewer system. The Town has expended large sums of approved funding to minimize infiltration (subsurface water entering thru cracks in sewer system) to the wastewater treatment facilities. Residents that may have questions are more than welcome to call POTW #1 at (413) 423-3354 for direction on capping of cellar floor drains and how to properly install sump pumps.

A special “Thank You” to all the staff at Erving Paper Mill, Erseco (POTW #2), and at POTW #1 whose professionalism protects the natural beauty of the Millers River and Connecticut River. Ralph Cutter, General Manager and Ben Thompson, Chief Operator and the entire staff at POTW #2 are to be commended for a job well done in 2015. A job well done by Darby Chagnon, (Assistant Chief Operator) and Ryan Henderson, (maintenance/operator) at POTW #1 has ensured compliance with all State and Federal requirements. It is a joint effort by many professional individuals at protecting the environment and the community from the ill effects of water pollution. A job well done by everyone!!!

Respectfully submitted,

Peter Sanders  
Chief Operator



## **Erving Police Department 2014 Annual Report**

In 2014 the Department had over 1,158 calls for service. These included, but were not limited to motor vehicle crashes, alarms, animal & dog complaints, breaking and entering, disturbances and general complaints.

This year there were approximately 1050 house checks done as a courtesy for residents who were on vacation. House checks are done regularly on shift. If you are going on vacation and want to have your house checked please call the police station with the information. All information obtained is confidential.

There were 480 traffic citations written in 2014, these include civil infractions and written warnings. The civil citations totaled \$5,595.00 in fines.

The Department received over 719 calls directly to the station. There were approximately 381 walk-ins to the station.

In March, Sergeant Corey Greene resigned from his position with this Department. In May of this year we hired a fourth full-time officer, Patrick Merrigan. On July 1, 2014 Officer Robert Holst was promoted to the vacant Sergeant's position.

The oldest cruiser and the original K-9 unit was re-purposed into the Animal Control Car. The Expedition was then converted into the K-9 unit. In August, we received our newest cruiser, a 2014 AWD Dodge Charger.

The station is open to the public on Monday, Tuesday and Thursdays from 9:00 am to 2:00 pm and on Wednesdays 9:00 am to 1:00 pm and 5:00 pm to 7:00 pm for evening hours.

As in the past, please do not hesitate to call me at (413) 423-3310 with any questions or concerns.

Sincerely,

Chief Christopher M. Blair

## Erving Recreation Commission Report

Welcome to another fascinating year, filled with trophies, bouncy tents, witches, ice-skating, Easter Bunnies and the biggest hamburger known to mankind! Beginning our year with basketball championships and ending with excitement over moving to a larger building, our year has been anything but dull.

**Many new faces:** The Commission welcomed the addition of Alison Rollins in the assistant position that was created. Alison came on board in late January and began overseeing the day to day functions of the commission. We also gained several new members; Chad Gagne, Michele Turner and Renee Tela, as we said goodbye to some old friends; Matt Kolodziej, Shawn Johnson and Mindy LaBelle. The new members have contributed many new perspectives and lessened the individual work load, as we now have a full house.

**Improvements:** While working within our budget, we were able to greatly enhance our athletic fields and stepped up our annual holiday functions.

1. Adding home run fencing to both of our baseball fields, along with new banners and resurfacing the Zilinski field, made vast improvements to the baseball experience this Spring.
2. The annual Easter Egg hunt, evolved into a full blown Pancake Breakfast with the Easter Bunny! Close to 200 community members participated in this free event at the Community Center in April. We were able to secure around \$700 in donations for Badge, Erving's Police Dog. Since it was such a huge success, we decided to repeat the breakfast in December....this time with Santa! Again, another huge success involving approximately 150 community children and adults.

**Summer Park:** Adding another week to our program, greatly enhanced this experience for the children in attendance. We enjoy a great partnership with the school, offering the facilities of the school and it's playground along with our amazing staff. Crafts, games, weekly fieldtrips to Lake Wyola and trips to Interskate 91, Central Rock Climbing, French King Bowling Center, Greenfield Garden Cinema and Lil' Sports, were appreciated by kids and working parents alike.

**Sports:** We offered up three seasons of sports. Soccer in the fall, basketball in winter, and baseball in the spring. We oversaw group outings to an UMass Basketball game in February and a trip to see the Boston Red Sox in July. The 5<sup>th</sup> and 6<sup>th</sup> grade Girls basketball team took home the 2<sup>nd</sup> place trophy in the Vernon Invitational, while the 5<sup>th</sup> and 6<sup>th</sup> grade boys came in 3<sup>rd</sup>. The 3<sup>rd</sup> and 4<sup>th</sup> grade girls' team won the Brattleboro Championship!

**Fall Festival:** With the smashing success of last year's venue, we decided what could be better than a repeat of the breathtaking activities offered in 2013? Along with the rock-climbing wall, Euro bounce and Obstacle course, we invited DJ Brownie back to entertain and motivate our crowd. The Fire Department offered a memorable menu, and the involvement of many area vendors and Committee's proved yet another wonderful seasonal day.

**Breakfast with Santa:** Thank you to Santa for making time again this year, to delight our community. We offered a sit down pancake breakfast, overseen by Gary and Ryan Betters. Donations were accepted to provide support to Erving Families in need this time of year. Professional photographs are always on the agenda, so thanks to Melissa Chagnon for volunteering her time photographing, and to Erving Fire Department, who has Santa's number on speedial and always gets him there.

Sincerely,

Mark Burnett, Jill Betters, Renee Tela, Chad Gagne, Michele Turner and Alison Rollins



*Eagles 3/4 Girls Fly To Victory - Take Championship*



## **The Erving Historical Commission Report**

The Erving Historical Commission holds regular meetings on the first Tuesday of every month at the Pearl B. Care building from 7:00PM-8:30 PM. The public is welcome. Agendas are posted on the Town website. Historical Commissioners are: David Brule, Eric Duffy, Carol Gregory, Bill Lemieux, Brad Peters, Cyd Scott.

It's been more than two years since the Erving Historical Commission was revitalized, and we have taken on some unique goals. The primary goal of the Historic Commission goal is to identify and to help the residents of Erving preserve Historic and Cultural locations and buildings within our borders. This task is mandated by the Massachusetts Historical Commissioner.

(Please note: Local Historical Commissions are the official agents of municipal government responsible for community-wide historic preservation planning. They are established under M.G.L. Chapter 40, section 8d. Local Historical Societies are private membership organizations of individual's interested local history. The Erving Historical Society faded out of existence more than a decade ago.)

### **What has been going on?**

David Brule and Cyd Scott as well as others worked on locating early homesteads and saving our cultural landscapes from damage. These sites, both Native American and Colonial/post-Colonial, are found all over New England, and Erving is no exception. For many reasons the landscape was attractive to both the earliest pre-contact people up to the Indians who greeted the Pilgrims, and then post-contact tribal people such as "Jack" and "Keyup", both of whom gave their names to brooks in Erving. We are planning to develop a display to shine light on the early footprint of people here within the boundaries of Erving.

The Pearl B .Care Building-- the First floor: the walls and floors were cleaned and restored. The first floor layout is as close as it can be to the one relating to the original use for the building. One side of the room was the first library in town and it is again the reading area. Here we have on display our books about the history of Erving. LED lighting was installed to brighten this reading space. Other lighting helps point out special objects and artifacts from early Erving history. The other side of the room has been left somewhat as it always was. This side of the room was the town Barber Shop, so we felt it was fitting to make it a place to sit and chat, to look at an old book or to just take in the history.

The Second floor has beautiful new walls and a restoration of the old wooden floor is planned for hopefully early spring. We have upgraded the lighting to LED. This kind of lighting will save money and help with the future goal of developing a useful museum. We expect to have the second floor artifacts archived and displays open by late fall or early winter. On that note, the Commission had held two open houses, to show off the first floor and the completed work. Our hope is that once we have finished this project we will be able to set hours "for maybe every other Sunday 1-3 (like the old days)".

Commissioner Brad Peters has transcribed the "Letters from the Battlefield" collection for the town. This collection of correspondence sent from the battlefields of the Civil War were written by Erving men, and show a gritty picture and a brief glimpse into the lives of the men who went to fight. Brad has also taken on the task of the archiving, preservation, and display of many old, unique photographs from Erving's history. His displays and exhibits have included: Industry in Erving, The Hermit of Erving, Tools, and The Maps Book.

If you have old documents from Erving, family photos (with names please!), special items pertaining to Erving, or any Native American items such as arrowheads, spear heads, tools or other Indian artifacts, we are interested in helping you display them for a short time or longer at our museum.

Respectfully Submitted,

Erving Historical Commission

# Erving Public Library



Erving Public Library Helps Make Erving “a great place to live”



Lego Days Were Very Popular in 2014



The Friends participate in many Town Events

## Ten Years of Growth = More People Are Using the Library

	Annual Checkouts (All Media)	Annual Programs (All ages)	Annual Program Attendance (All ages)	Annual Visits	Annual Loans to and from other Libraries
FY05	7381	16	435	4460	348
FY14	15879	43	708	6054	4876

In one year the Erving Public Library checks out nearly 16,000 items, although it holds just over 9,000 physical items including books, DVDs, CDs, magazines, and audiobooks. During the calendar year, 1022 new items were added and approximately 500 items were weeded from the collection. Erving’s membership in C/W MARS (Central/Western Massachusetts Automated Resource Sharing Network) gives residents the opportunity to choose from millions of items, including a digital collection. As of July 2014, the C/W MARS Overdrive digital collection totaled 32,468. That includes 24,552 free ebooks, 7,220 free audiobooks, and 696 free videos. This is a growing collection accessed by logging onto [digitalbooks.cwmars.org](http://digitalbooks.cwmars.org) with an Erving Library card number. Erving residents

can also sign up at [bpl.org](http://bpl.org) for a Boston Public Library ecard with access to many more resources including online databases and the free video service, Hoopla.

## Improving the Library Facility

The Library Feasibility Committee, which was formed to oversee improvement to the Erving Library building, successfully worked to complete an application for funding from the Massachusetts Board of Library Commissioners for a study to find the best solution to providing services in the next 25 years. The MBLC approved the application for \$50,000 to hire an owner's project manager and to hire an architect to start the process. The MBLC funding required a match of \$25,000, which was passed at the Annual Town Meeting of May 2014.

Built in 1961, the Library facility is small, just 1865 sq. ft. with less than half of that available for people space. During the era that the Library was built, CDs, DVDs, audiobooks, computers, copy machines, and the Internet were not part of the Library's offerings. Today these are essential services. Erving residents depend on the Library's computers, printers and copy machine for daily functions, including filling out unemployment forms, job applications, resumes, fishing licenses, divorce papers, and printing and copying tax forms, store coupons and airline boarding passes. Public business computers are essential to a Town far from other educational or commercial computing facilities.

The renovated closet that serves as a Children's Room limits the potential for bringing inspirational materials to our youngest population. With America's big push to inspire early learners to explore Science, Technology, Engineering, the Arts, and Math (STEAM), the lack of space means lack of materials and lack of program space. Despite lack of space, the Library offered four STEAM programs during 2014 and has many more planned for 2015.

## Library Programs Offer Something for Everyone

Many Library Programs are funded by the Erving Cultural Council. Pre-school programs are coordinated with Gillian Budine, Community Network for Children, District #28. Erving Elementary School Programs are coordinated with Jane Urban, School Librarian. Summer Programs are in cooperation with the Erving Recreation Department. The Library also works closely with Polly Kiely, Sr. Ctr. Director.

Fizz, Boom, Read (Hands-on Science)  
Lego Days for school-aged children  
STEAM Lego Duplo Saturdays for 3 to 6 year olds  
Learn-To-Use-Your iPad Instruction for Seniors  
Tips on Using C/W MARS services  
Halloween Treats & Facebook Photo-Op  
Five Summer Story Times at *Summer Park* Program  
Pastel Workshop with Greg Maichack

ABCs of Dr. Seuss Jungle Encounters  
Mad Science  
Rockets from Museum of Science – Boston  
Ditch the Workout, Join the Party  
Kindergarten & 1<sup>st</sup> Grade Visits to the Library  
Animal Adventures from the Hitchcock Center  
Annual Summer Readers Prize Party

## Friends Bring More Programs and Services to Erving Residents

The Friends of the Library play a huge part in organizing events and providing refreshments for programs.

Summer book giveaway  
Summer program support  
Summer Prize Day  
Pumpkin Decorating at the Fall Festival

*Gasland* Movie presented at Senior Center  
Moore History presented by Sara Campbell  
Annual Book and Plant Sale  
Monthly Craft Days

## Expanding the Library Service through Grants & Assistance

The Library's annual budget for FY14 was \$50,742, less than 1% of the Erving Town budget. In addition to monetary and in-kind contributions from the Friends of the Erving Library, the Community Network for Children and individuals, the Library secured the following monies through grant application and maintaining basic library standards required by the Commonwealth.

The 2014 supplementary funds sources:

- \$50,000 for a feasibility to determine the best approach to improve the Library building
- \$2,500 A Small Libraries in Networks grant which reduced the C/W MARS annual fee.
- \$1,800 Erving Cultural Council grants which were coordinated by or held at the Library
  - Moore Family History by Sara Campbell
  - Fizz, Boom, Read (Helen Ann Sephton, from the Hitchcock Center for the Environment )
  - Jungle Encounters – Summer Program held at the Erving Elementary School
  - Mad Science – Summer Program held at the Erving Elementary School
  - Animal Adventures (Helen Ann Sephton, from the Hitchcock Center for the Environment)
  - Greg Maichack's Pastel Workshop – Held at the Erving Sr./Community Center
- \$3,324 State Aid to Libraries, the annual monetary assistance to supplement the library budget.
- \$10,000 for 4 Libraries: SLEW Libraries are STEAMrollin'. Erving received \$2500 for eight programs for early learners (Ages 3 to 6) to present LEGO DUPLO™ programs to expose participants to Science, Technology, Engineering, Arts, and Math. This is a federal grant, LSTA (Library Services and Technology Act), dispersed through the MBLC
- Printed materials and Advisory Assistance for the Summer Reading Program by the Massachusetts Board of Library Commissioners, Boston Bruins and the Massachusetts Library System.
- Continuing education opportunities, both in-person and web-based, were provided for library staff by C/W MARS and the Massachusetts Library System.
- Friends of the Erving Library donated time and money

## Erving's "Hot Spot" / Business Center / Web Presence

Some people say there is less need for a Library because "everything is on the Internet". In reality there is more need for the Library because everything is on the Internet. The Library offers assistance in using computers, iPads, and ereaders and circulates some devices. The Library is the only public "hot spot" in town and the only public place to make copies within the town limits. Erving residents need to connect, interact, and learn from the Internet. Daily life requires researching, printing, and copying for essential functions including legal issues, employment, licenses, correspondence, and shopping.

In addition to providing wireless access 24/7, the Library also maintains a web presence through the Town's website, an active Facebook page (search Erving Public Library) and announces new titles through a service called *Wowbrary*, which distributes announcements of new physical and digital items added to the Erving collection on Facebook and through email to those who subscribe at: [www.wowbrary.org/signup.aspx](http://www.wowbrary.org/signup.aspx)

## Volunteers Impact Budget and Community Outreach

The Library staff could not offer the level of service without the help of volunteers. Ann (Annabelle) Lucas remains our most loyal adult volunteer helping us weekly, often daily. We are also assisted by Gillian Budine and the staff of the District 28 Community Network for Children, Polly Kiely, Erving Senior Center Director, Jane Urban, School Librarian, the staff and teachers of the Erving Elementary School, the Erving

Recreation Department and the coordinators of the Summer Park Program and the staff at Town Hall. The assistance of volunteers listed on this page is vital to increasing the level of service now available at the Erving Public Library.

**The 2014 Teen Summer Volunteer Program**

Samantha Kolodziej  
Cynthia Roy-Clark  
Isabel May

**Other Teen Helpers**

Alora DeForge  
Jill Harris  
Cassie Harris  
Cat Landry  
Danielle Lively

**The 2014 Summer Story Time Volunteers**

Barbara Friedman and Jean Daley were assisted in offering five Story Times at the *Summer Park Program* at the Erving Elementary School by  
Laura DiBari  
Becky Hubbard  
Jane Urban

**The 2014 Monthly Craft Leaders**

Maggie Fidanza and Katie Stetson

**The 2014 Feasibility Committee**

Sara Campbell, Chairperson  
Rubert Roy-Clark, Committee Secretary and Trustee  
Rebecca Hubbard, Friends President  
Jacquelyn Boyden, Erving Town Assessor  
Jeannette Emond, Active Library User  
Debra Smith, Active Friend Member  
Elaine Stafford, Active Friends Member  
Michele Turner, Erving Town Tax Collector  
Dennis Wonsey, former Erving Finance Board Member  
Barbara Friedman, Library Director (non-voting member)  
William Bembury, Erving Selectman (BOS liaison)

**The 2014 Friends of the Library Officers**

Becky Hubbard, President  
Arlene Wonsey, Treasurer  
Elaine Stafford  
Carol Gregory  
Katie Stetson

The 2014 Library Staff included Barbara Friedman, Director; Jean Daley, Library Assistant; and Marion Overgaard, Library Assistant

This Annual Report prepared by Barbara Friedman, Library Director on behalf of the Library Trustees

Respectfully submitted,

**Erving Board of Library Trustees**

Molly Mast, Chairperson

Rupert Roy-Clark, Secretary

Mackensy Bailey, Trustee-at-Large

## **Erving Council on Aging Report**

To the Board of Selectmen and the citizens of Erving:

As the director of the Council on Aging and the Senior Center, I am pleased to present the report of the year of 2014.

The Council on Aging is into its 40<sup>th</sup> year, serving the needs of Erving Seniors across town and at the Erving Senior Center. We have are open five days a week from 8:30 until 2:30 here in our home at 1 Care Drive.

The C.O.A. continues to provide transportation services to the elderly and handicapped of Erving Monday through Friday from 9 until 3 p.m. with the van. The van is owned by F.R.T.A. and operated by the Erving C.O.A. We provide rides to the Senior Center, Medical appointments in county, and shopping. More than 750 Demand/Response rides were given to Erving Residents. The Med-Ride program provides medical rides that have to go out of county. This program is funded through F.R.T.A. and the rides are provided by individual cars from volunteers who receive a stipend.

Other services provided by The Council on Aging begin with the Nutrition program, which is provided by Franklin County Home Care on Monday through Thursday. We are cooking our own meals on Fridays. We served approximately 4000 meals at the Senior Center. The Meals on Wheels program is continuing, although the heating process has been moved again, this time to Erving at The Renovator's Supply Building. F.C.H.C. has instituted a "Rethermalization Center" to serve the North Quabbin region with these meals. We continue another nutrition program sponsored by the C.O.A. This is the Brown Bag, which is a monthly food distribution program available to income eligible seniors through The Food Bank.

Medical programs provided by the Council on Aging included monthly Blood Pressure Clinics, which is provided by The Athol Memorial Hospital. They also run our yearly Flu Clinic which unfortunately had to be cancelled due to a shortage of vaccine. Monthly, we hold a Foot Clinic in which is a toenail trim for those that need this assistance. These clinics are held with the financial assistance of the Erving Board of Health.

We continue to act as a referral service for such programs as Med-Ride, SHINE counseling, Money Management, Tax Assistance, Legal Assistance and other service programs in the area. We became a certified in-take service for Fuel Assistance.

Exercise programs continue to be a popular activity with seniors with classes held every day. On Mondays, Marcia Gobeil teaches Tai Chi, followed by a weight class for Osteoporosis prevention. On Tuesday, it's Chair aerobics with Linda Allis, followed by a new class of Zumba Toning. Wednesdays has Line Dancing with Linda, followed by Chair Yoga with Marcia. Thursdays, we have aerobics with Linda Allis followed by Healthy Bones and Muscles with Sandy Kosterman. We have a Bowling Program at The French King Bowling Center on Fridays. New participants are always welcome in every program.

Many educational, social and recreational activities were held at the Center. These include a North Quabbin picnic, which was held with elders from 9 other towns. A day trip was held to Maine. Many smaller outings to area restaurants and shops were held.



Other daily activities continue at the Center, including a weekly Pitch party on Thursdays, Painting classes on Tuesdays and Quilting Classes on Mondays and Fridays. Our fundraising efforts included our annual Holiday Bazaar. The C.O.A. held an Open House at the same time to celebrate our 40<sup>th</sup> anniversary.

I would like to thank again all those whose individuals and businesses volunteered their time and services to the Council on Aging.

Respectfully Submitted,

Polly Kiely, Director

## **Board of Health**

The Board of Health, as in previous years, in conjunction with the Erving Senior Center, sponsored several health clinics for our Seniors. Clinics include monthly blood pressure checks, diabetic/cholesterol screenings, flu clinics and foot clinics.

In 2014 the Board of Health renewed 14 Food Establishment permits, two Semi-public Swimming Pool permits, and one Outdoor Wood Burning Boiler permits.

The Board of Health permitted 28 Septage Hauler permits for 2014. Septage Hauler permits allows septic hauling companies to dispose of waste at the Erving Center Treatment Plant and/or at the Erving side Wastewater Facility. The waste from residents' septic systems can be disposed of without charge at the Erving side Plant. The septic hauler must call the facility in advance at 413-423-3354.

There are several ways to obtain permit applications for all of the above:

***Visit the Board of Health page or click on the 'Forms' tab on the town website at [www.erving-ma.org](http://www.erving-ma.org) and download the application that you need.***

***Call or email the Board of Health Clerk and request an application be mailed or emailed to you. Contact information is at the end of this report.***

***Come into Town Hall and pick up an application in the Board of Selectmen's Office.***

There continue to be workshops and trainings through the Massachusetts Association for Public Health for the purpose of awareness and preparedness for immunizations, emergency and catastrophic events, for both the State and local Board of Health levels. Rules and Regulations are forever changing in the public health field, so the local board is always kept abreast of upcoming meetings, workshops, trainings and webinars.

We continue to work with, as well as seek guidance and advice from our Health Agents, David Zarozinski and Deborah Palmer from the Eastern Franklin County Health District. Please be sure to read their report that is included within this Town Annual Report. We thank them for their continued help and support as each year passes. In years past and present we have, and continue to, depend on them for many things from tenant complaints, food establishment inspections, perc tests, well plan approvals and everything in between. They are truly an asset to the Town of Erving.

The Board of Health is always open to any questions, concerns or problems regarding health issues in our town. Please feel free to call anytime at 413-422-2800 ext. 101; or you may email the Board of Health Clerk, Betsy Sicard, at [municlerk@erving-ma.org](mailto:municlerk@erving-ma.org) or contact our local board of health members at [boh@erving-ma.org](mailto:boh@erving-ma.org).

Respectfully submitted,

Leo Parent, Jr., Chair

Michael Gralenski

Cyd Scott

*Erving Board of Health*

# EDUCATION

*Erving Elementary*

*Gill-Montague Regional*

*Franklin County Technical*

## **2014 Annual Report from the Erving Elementary School**

Erving Elementary School enjoys a rich history of academic and cultural excellence that is the result of a collegial partnership between the school staff, parents and members of the community, each providing a diversity of experiences for our students. Throughout the school year I continue to find this close working relationship, and focus upon what is best for children, to clearly exist.

Erving is often characterized as a 'jewel', when parents and educators are carefully considering the qualities that must be present in order to educate the whole child, and prepare them for the challenges of the 21<sup>st</sup> century.

Our educational programs are academically and artistically challenging, engaging each student by linking the curriculum to prior knowledge and experience. Faculty and staff work extremely hard to provide exciting, expanded opportunities for our students to explore new ideas, and acquire the skills to become productive citizens in a vastly changing society.

The total enrollment of the school is 146 students in grades preschool through grade 6. New additions to the faculty this year are Elizabeth DeSorgher (G5), Rebecca Bosworth Clemens (Music), Polly Wagner (Math Coach), Megan Gagne (Office Asst.), Jaime Parse (Preschool), Samantha Brook (Preschool), Mackensy Bailey (Early Childhood Coordinator), Mary Gilman (Occupational Therapist), and Mark Burnett (G6).

In the fall of 2014, Erving Elementary School learned of its MCAS rating in both mathematics and English Language Arts (ELA), based on the March and May testing of all students. The test results provide critical information that is utilized to target instruction and resources that improve student learning. The MCAS data guides decisions and specific action steps around professional development, curriculum, instruction and assessment. Erving Elementary School attained a Level 2 classification following the release of the MCAS test results. In 2015, Erving Elementary School will be assessed using the new PARCC (Partnership for Assessment of Readiness for College and Careers) assessment tests. You can find more details about PARCC by visiting the Department of Education website at [www.doe.mass.edu/parcc](http://www.doe.mass.edu/parcc).

Throughout the fall and winter of 2014, the school faculty worked on developing a clear understanding of the Standards for Mathematical Practice. This important groundwork lays the foundation for the development of a Math Curriculum, Instruction and Assessment Plan.

It is no surprise that Erving Elementary 'Preschool' is extremely popular. Our full-day program attracted the attention of many residents. We added a second preschool classroom to accommodate the increase in student numbers. This valuable addition ensures children attending Erving receive the very best educational opportunity to start their educational journey.

Grade 6 students attended Nature's Classroom in Hancock, New Hampshire. The classroom is a 5-day residential outdoor education program. Parents, teachers and children who attend speak of its impact for years.

**Technology** – Tom Smith (Technology Director) has updated our new website ([www.erving.com](http://www.erving.com)). The school provides iPad training workshops for staff, students and members of the community. To cope with the worldwide technological advance, we introduced an After School Academy that has a S.T.E.A.M. (Science, Technology, Engineering, Arts, Math) focus. Our new WeatherBug Weather Station was installed. National Grid provided the station free of charge to Erving Elementary School. A 'Real Time' monitor was installed in the foyer. The weather station provides students and staff with valuable meteorological data to use in science and math classes. Members of our community can log into the station to obtain 'up-to-the-minute' local weather. Visit the link on our school website ([www.erving.com](http://www.erving.com)).

**Erving Elementary School PTO** is a vital part of the schools daily life. The Holiday Concert & Cookie Exchange on December 23 was a wonderful celebration and kick-off to the holiday season. Thank you Kelly Loynd and a host of P.T.O. volunteers who spent many hours setting up and ensuring all members of our community were treated to a spectacular offering. Another community event was, “Nobody Loves a Pirate”, a theatrical extravaganza, which was presented to a packed ‘house’ on Wednesday April 16. An abundance of laughter was the order of the day in this swashbuckling pirate tale. Smitty, Smead and Tipituna danced, sang and created havoc across the high seas. These traditions are an important part of what makes Erving such a wonderful community.

**Veterans Day:** On Monday November 10, 2014 Erving Elementary School students and staff came together to honor and pay tribute to all American veterans, but especially to give thanks to living veterans who served our country honorably during war or peacetime. Our students and staff were proud to honor 32 special guests (veterans) in attendance.

**Safety:** Captain LaClaire, Captain Betters and Firefighter Tim Cronin visited each classroom to present all of our students with important Fire Safety and Prevention information. Erving Police Chief Chris Blair, Gill Police Chief Dave Hastings, and members of the Erving police force accompanied a number of state troopers from the Commonwealth School Safety Task Force. They were at Erving to conduct a school-wide unannounced lockdown drill, and to provide us with feedback on our protocols for student and staff safety. Overall we did a wonderful job. Students and staff followed everything to the law and received an ‘A’ rating. Sergeant Holst gave first hand evidence of how students and staff engage on a daily basis throughout our building. Our guests were extremely impressed with the culture of respect that permeated the building. As you can imagine we are very proud of our students and staff. Detectoguard has completed installation of the school safety updates (cameras, card access entry, building security and fire alarm security). We also installed 2 large planters (vehicle security barriers), outside the front entrance doors.

The School Council meets monthly to create a shared vision, discuss how the school can improve student outcomes, and, plan a school environment which unites all members of the school community in a sense of belonging, commitment and growth.

On behalf of the students attending Erving Elementary School, thank you to Superintendent Bob Mahler, Central Office staff, Special Education Director Prudence Marsh, Business Manager Matthew Galman, the Erving School Committee, PTO, School Council, town officials, faculty and staff, families and community members. Your leadership, management, vision and support are all necessary to maintain the quality of education that our school provides for our children. It is imperative that we continue to provide our children with a safe, innovative and challenging environment to learn and grow as students and as people.

Thank you for providing our students with a safe, supportive and well cared for environment, where they can learn and grow. Our students deserve the best!

Respectfully Submitted

James D. Trill  
Principal

**ANNUAL REPORT  
GILL-MONTAGUE REGIONAL SCHOOL DISTRICT  
FISCAL YEAR 2013-2014**

<u>SCHOOL COMMITTEE</u>	<u>TERM EXPIRATION (May)</u>
Joyce Phillips, Chair	2016
Jane Oakes, V. Chair	2016
Sandy Brown	2017
Lesley Cogswell	2015
Mike Langknecht	2017
Marjorie Levenson	2016
Misty Lyons	2015
April Reipold	2017
Jennifer Waldron	2015

**Superintendent's Report**

The 2013-14 school year was one of positive progress and momentum for the Gill Montague Regional School District. The year began with the lifting of Level 4 accountability status by the state *Department of Elementary and Secondary Education* and accompanying this change in status, the modification of the Accelerated Improvement Plan (AIP) which had been a state driven set of change initiatives for multiple years.

During the 2013-14 school year, a collaborative effort among the school committee, superintendent, and administrative team led to the adoption of a new district strategic plan and set of driving documents to replace the AIP. This process was informed by forums, surveys, and feedback from staff, parents, and community stakeholders over a period of several months. This plan and these documents provide renewed direction and updated priorities for the district. Highlights of this work are below and more details may be found at the district website: <http://www.gmrtd.org/>

- **District Vision:** A community that empowers every student for continuous learning, active citizenship, and personal fulfillment
- **District Mission:** Challenging and supporting every student to succeed through strong leadership, community engagement, and excellent teaching
- **District Core Values:**
  - **Persistence:** Smart is something you become, not something you are
  - **Integrity:** Doing the right thing, even when no one is looking
  - **Empathy:** Being able and willing to understand another's perspective
  - **Continuous Learning:** Constantly expanding one's understanding
- **Strategic Plan Overarching Objectives (2014-2017):**
  1. **Readiness to Learn:** Provide structures and support to ensure all students are socially and emotionally able to engage in learning.
  2. **Critical Literacy:** Build a system of literacy development that focuses on comprehension, written communication, and learning at high levels of understanding.
  3. **Performance Driven Curricula:** Develop curricula that reflect state standards and that specify and align learning outcomes with meaningful performance assessments.
  4. **Learning Organization:** Create a culture of adult learning driven by goal setting, feedback, collaboration, and accountability.
  5. **Community Engagement:** Increase parental and stakeholder involvement and investment in the district and be responsive to the community's educational wants and needs.

This plan and vision were adopted at the beginning of the 2014-15 school year and have begun to drive and inform its efforts since then.

**Finances:**

In May, 2014, the citizens of Gill and Montague showed their support for the district with their approval of a FY 2015 budget that reflected a 3.81% increase in local assessments from the prior year. The general fund budget for FY 2015 was \$17,488,823, a 3.26% increase from the FY 2014 budget of \$16,935.893.

**Gill-Montague Regional School District – General Fund  
Statement of Revenues and Other Sources, and Expenditures and Other Uses – Budget and Actual  
For the Year Ended June 30, 2014 (Unaudited)**

FY14	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget
				Positive (Negative)
<b>Revenues and Other Sources:</b>				
Assessments to member towns	\$9,404,900	\$9,404,900	\$9,142,524	(\$262,376)
Tuition	\$582,400	\$582,400	\$723,600	\$141,200
Intergovernmental	\$6,363,593	\$6,363,593	\$6,581,055	\$217,462
Investment Income	\$5,000	\$5,000	\$3,615	(\$1,385)
Miscellaneous	0	\$0	0	\$0
Other Sources	\$580,000	\$580,000	\$630,746	\$50,746
<b>Total Revenues and Other Sources</b>	<b>\$16,935,893</b>	<b>\$16,935,893</b>	<b>\$17,081,540</b>	<b>\$145,647</b>
<b>Expenditures and Other Uses:</b>				
Administration	\$698,594	\$698,594	\$638,446	\$60,148
Instruction	\$7,954,788	\$8,420,516	\$7,706,664	\$248,124
Other School Services	\$948,304	\$948,304	\$1,060,340	(\$112,036)
Operation and maintenance	\$1,765,816	\$1,765,816	\$1,539,642	\$226,174
Fixed charges benefits	\$3,524,581	\$3,524,581	\$3,646,305	(\$121,724)
Debt Service	\$172,505	\$172,505	\$166,019	\$6,486
Acquisition	\$0	\$0	\$0	\$0
Special education tuitions	\$102,305	\$102,305	\$137,379	(\$35,074)
School choice/charter	\$1,769,000	\$1,769,000	\$2,035,669	(\$266,669)
<b>Total Expenditures and Other Uses</b>	<b>\$16,935,893</b>	<b>\$17,401,621</b>	<b>\$16,930,464</b>	<b>\$5,429</b>
<b>Excess (deficiency) of revenues and other sources over expenditure</b>			<b>\$0</b>	<b>\$151,076</b>

**Enrollment:**

Total student has remained relatively steady in the district. In 2011 it was 1,081; in 2012 it was 1,023; and in 2013 it was 1,050. The end of year enrollment in 2014 was the following:

Gill Elementary (Grades K-6)	129
Montague Elementary (Grades Pre K-5)	376
Great Falls Middle School (Grades 6-8)	237
Turners Falls High School (Grades 9-12)	269
Total:	1,011

**Achievement:**

Student performance on state standardized MCAS tests in the spring of 2014 showed areas of growing success and areas of persistent challenge.

### Percentage of Students Scoring Advanced or Proficient on MCAS

	Grade Five Average		Middle School Avg.		High School Avg.	
	District	State	District	State	District	State
English	70	64	69	74	87	90
Mathematics	61	61	50	55	73	79

Gill Elementary earned Level 1 status in the state's standardized test accountability system due to its having met achievement targets in math and science. Montague Elementary remained at Level 3 status as it did not attain achievement targets in ELA, math, or science. Great Falls Middle School earned Level 1 status, having met its targets in English and science. Turners Falls High School retained its Level 2 status in 2014.

#### Other Developments:

- The school committee approved a reconfiguration of Montague Elementary School to return to being administered as two separate schools; Hillcrest Elementary (grades Pre K-1) and Sheffield Elementary (grades 2-5). This change took effect on July 1, 2014.
- Significant time and energy was spent in 2013-14 responding to numerous state initiatives including a series of changes in the educator evaluation system, training of teachers to work with ELL students, new rules about student discipline procedures, CORI and fingerprinting of employees, adoption of new state curriculum standards, and piloting and preparation for PARCC, the new state standardized testing system.

Of greater interest to readers may be the events which occurred within the districts' schools. A short report from each follows:

#### Gill Elementary School, 2013-2014

Outstanding student achievement, steady enrollment, new staff, and a focus on higher level thinking coupled with student ownership of learning characterized the 2013-2014 school year. Gill ended the year as a Level 1 school. Strong MCAS scores especially in the math and science placed Gill in the 78% percentile compared to schools that serve the same or similar grades. This rating was a 12% increase over the previous year, continuing the upward trend of continuous improvement. Most noteworthy was our student math growth, which was 7<sup>th</sup> highest in the state and our math achievement which was 84<sup>th</sup> in the state ranked out of 1,154 elementary schools. It is important to acknowledge the excellent teaching staff at Gill for their superb instruction and hard work in providing an optimum environment for learning.

#### Students and Staff

The school's enrollment in 2013-2014 was 129 students with 58 males and 71 females. The class breakdowns were as follows:

Kindergarten	20
Grade 1	15
Grade 2	20
Grade 3	21
Grade 4	20
Grade 5	20
Grade 6	13

In terms of personnel, a first grade teacher, fourth grade teacher, sixth grade teacher, nurse, speech and language pathologist, kitchen assistant, kindergarten paraprofessional and special education paraprofessional were new. A music teacher was also hired and shared with Montague Elementary School.

#### Academic Program

*Responsive Classroom* continued to form the core of the social curriculum from first grade through sixth grade. Instructional programs continued to be supported with *Houghton-Mifflin Reading*, *Math Expressions* and *Tools of the Mind* in kindergarten. Students also benefited from utilizing two web based programs, *IXL Math* and *Lexia* reading, to practice their skills both at school and at home. In addition to our in-school academic programs, we launched a creative problem solving program called *Destination Imagination* after school and a science based inquiry program run by *Mad Science*. These two additions to our after school offerings were well attended and highly successful. The



sixth grade team participating in *Destination Imagination* won first prize in the regional competition. The afterschool acting program, run by local author Amy Gordon, presented a wonderful performance of the *Wizard of Oz* at the town hall in Gill.

### **School Council**

The School Council continued to be a pivotal component of the Gill School Community upholding our mission of inspiring and nurturing **curiosity, compassion** and **perseverance** in each student within a community that promotes a love of learning. The Council was comprised of Kathleen Adams, principal; Kathryn Hayden, school adjustment counselor; David Grout, fifth grade teacher; Sheri Little, parent; and Gina Onushco, parent. The school council was joined by community representative, Amy Gordon. This dedicated group used the *Conditions of School Effectiveness* to analyze the school and develop a school improvement plan aligned to the district's accelerated improvement plan focused on four main goals with an emphasis on tiered instruction, student assessment, supporting students' social emotional needs, and strengthening family-school engagement.

### **Family School Engagement**

Our volunteer program grew as parents contributed to the school by assisting in the classroom, chaperoning field trips, attending school sing, working as team managers for *Destination Imagination*, assisting *Mad Science* teachers, and orchestrating a student chorus. The PTO continued its traditions of offering a before-school Ice Cream Social, a Winter Crafts Night, Soup and Games Night, a Family Dance, a book fair, and the culminating Arts and Eats Night. Field day was hosted by the high school and supported by many parent chaperones. The students at Gill continue to be enriched by a strong connection between the school and the Northfield Mount Hermon (NMH) school. Our Spanish program led by Northfield Mount Hermon students ran year round and included first grade through sixth grade students on a weekly basis. Students from NMH also undertook smaller projects, such as volunteering in the classrooms, mulching the flower beds and building two new raised garden beds.

### **Improvements to the School Building and Grounds**

The main beautification project for the school was the expansion and paving of our parking lot. This was a much needed and highly appreciated town funded project. Parking in the upper lot was reconfigured and walkways redefined to promote accessibility and safety. The front entrance flower bed was maintained thanks to parent support and the mulching of all the flower beds around the school was a result of volunteer help from Northfield Mount Hermon. The kindergarten and first grade classrooms planted vegetable gardens with the support of parents and community members resulting in fresh food for the salad bar and healthy snacks.

## **Montague Elementary School, 2013-2014**

We are pleased to present you with the School Annual Report, which provides key information about the 2013-2014 educational progress for Montague Elementary School.

### **Student Data**

Statistics describing the student population served by Montague Elementary School during the 2013-2014 school year may be found below:

- The Hillcrest Building served grades PK, K, and 1 with 2 preschool classes, 3 kindergarten classes, and 3 first grade classes. An additional PK class was at Great Falls Middle School.
- The Sheffield Building served a 2-5 grade span, with 3 classrooms each for grades 2,4, and 5 and four classrooms for grade 3.
- Average class size was 18 students.
- Average daily attendance rate was 94.15%.
- There were 411 students enrolled during the school year.
- 68% of children received free and reduced price lunch and the English language learner population was 11%.
- The overall special education population was 21%. Two substantially separate programs for children with significant disabilities exist in the school; a therapeutic program for children with emotional disabilities and a life-skills program for children with developmental disabilities. Montague Elementary practices inclusion for all children with special needs.

On state MCAS tests, Montague Elementary School did not make Adequate Yearly Progress (AYP) as identified by the *No Child Left Behind Act* (NCLB) and the school was classified by the state as a Level 4 Status school. The school worked under a district Accelerated Improvement Plan (AIP) to improve student achievement last year.

**Overview of School Improvement Goals 2013-2014:** The goals of our school improvement plan included:

- Using student outcome data to modify curriculum, improve teaching and learning for all students, and identify professional development needs
- Providing professional development resulting in improved teaching practice and student outcomes.
- Developing and increasing strong working partnerships with families, communities, and family providers in order to support student's academic progress and emotional well-being

Staff focused on developing weekly standards based lesson plans with measurable mastery objectives. Professional development throughout the year focused on differentiated instruction, implementation of a new writing program, Lucy Calkins, and use of Keys To Literacy reading comprehension strategies. Data teams and grade level teams focused on using data from our various assessments: Massachusetts Comprehensive Assessment System (MCAS), Measures of Academic Progress (M.A.P.), Dynamic Indicators of Basic Literacy Skills (DIBELS), Directed Reading Assessment (DRA), and other formal and classroom based assessments to make instructional plans and adjustments and to plan interventions to support students.

The schools main improvement objectives were the following:

- **Continuous Improvement**

In 2013-14 Montague Elementary continued to focus on ELA and math. Three reading teachers contributed tremendously to student achievement and helped students accelerate their reading level to meet grade-level expectation. Several tools were used to evaluate student performance, including portfolios, test scores, observation, report cards, standardized and non-standardized assessment, such as MAPS, DIBELS, DRAs, and MCAS. These tools were used to gather and analyze data and to focus continuous improvement on academic achievement for all students.

- **Extended Learning Opportunities**

Students who were identified as academically at risk were matched to appropriate extended-learning opportunities. Through our Student Support Team Meetings we identified at-risk students in each classroom and created an individualized intervention program for each child. These students and interventions were monitored for effectiveness and adjusted as needed. Montague Elementary had before-and after-school programs that provided tutoring, homework assistance, reading help, and enrichment activities

- **Family Involvement**

Our school used various strategies to regularly communicate with the community. Regular and timely one-way information was given to parents through the use of newsletters and letters from teachers as needed. There were also many opportunities for two-way communication with families and community members, including conferences, phone calls, workshops, Family Literacy and Math Nights, PTO meetings, general parent meetings, Special Education PAC meetings, home visitations, and other methods.

- **School & Community Relationships**

Montague Elementary worked with families and the community to build positive relationships that support student learning. There existed an active parent-teacher organization and school community council. The school had a strong relationship with several outside organizations, such as Montague Catholic Social Ministries and Nurturing Families programs. The school provided many opportunities for families to participate in events that support student achievement.

- **Student Attendance**

The school has a supportive, student-centered climate that promotes attendance and a safe, orderly environment. There are follow-up and accountability notes for parents and students whose attendance may be negatively impacted by academic, emotional, social, or family problems. We utilize Responsive Classroom strategies, develop individual classroom and school rules, and provide a system to identify student needs that impact attendance. The student handbook, Parent Compact, parent newsletters, individual discipline classroom plans, Admin. Plus attendance data, and tardy and absenteeism letters are all used to build communication between students, staff, and parents regarding attendance.

## **Great Falls Middle School, 2013-2014**

Great Falls Middle School provides a welcoming, nurturing, and academically challenging learning environment. Its program provides a supportive transition from elementary to secondary school and it is specifically designed to empower early adolescents by helping them develop and recognize their value and place in the global community. In the state's accountability rating system, Great Falls Middle School was rated as a Level 1 school (the highest level) based upon its 2013-14 academic performance.

Great Falls Middle School enrolled approximately 237 students in grades six through eight. A team structure, common planning time, flexible scheduling, and a philosophy that addresses the needs of early adolescents are what set us apart from junior highs and many other middle schools. We take great pride in the quality of the education that we offer our students and in the cooperative and respectful atmosphere where students and teachers work and learn together as a community.

Great Falls Middle School is housed in the east side of the building shared with Turners Falls High School. While their classroom spaces are separated, the two schools share the library, gymnasium, pool, auditorium, band room, and cafeteria. The school is comprised of three interdisciplinary academic teams, one for sixth grade, one for seventh grade, and one at the eighth grade level. A fourth team is composed of the teachers of related arts classes which include art, physical education, health, math applications, and reading. In addition to the four academic courses all students participate in a study skills class where they learn skills to help improve their overall academic performance by building essential skills. The school also hosted a single pre-school classroom in 2013-14.

Students also participate in the *Developmental Designs*, a program designed to create networks of supportive relationships between students and staff and to promote a positive school culture. This year we also began to incorporate Restorative Practices into our approach to student discipline. It is a way to help students understand how their behavior impacts the people around them and helps them recognize how they may have harmed others.

Students also have many ways to get involved with others and explore activities beyond the classroom. The school offers marching band, concert band, chorus, table tennis, creative writers club, knitting club, as well as peer mediation, the Green Team, GSA, Cyberbullying Awareness Committee, Yearbook, and Student Council. In addition, students may participate in the inter-scholastic sports program which includes soccer, football, field hockey, cross country, volleyball, golf, basketball, swimming, baseball, softball, tennis, and track.

This past year was marked by many events which highlight the school's rich efforts to build community within and beyond the building. Here are some of those:

- Annual First Day Celebration: On the day prior to school opening, parents and families had the opportunity to meet with the teachers of their child's team and new students had the opportunity to meet teachers and other students.
- The GFMS/TFHS musical production of *Legally Blonde* in March provided middle school students with the opportunity to help produce or perform in a great show.
- A series of dances was put on but the school's student council.
- Community Service: The student council, with the charitable assistance of the middle school community, successfully responded to the needs of others by collecting several car loads of food for donation to the survival center. Student Council also spearheaded other fund raisers throughout the school year to benefit people in our community.
- Our school year always concludes with the 8<sup>th</sup> Grade Celebration. On the last day of school we gathered all of our students, parents, and community members in the gymnasium to celebrate the 8<sup>th</sup> grade students' finishing their middle school career and going onto high school. We honored our departing students' successes and wished them well in high school.

### **Turners Falls High School, 2013-2014**

Turners Falls High School (TFHS) is a four-year, comprehensive high school accredited by the New England Association of Schools and Colleges. There were approximately 253 students enrolled in 2013-14. TFHS distinguishes itself as a small school with an amazing array of diverse offerings for its size. In addition to course offerings in English, mathematics, science, and social studies, the school offers diverse elective courses including three world languages (Latin, Spanish, and French), business education, technology education (graphic arts, computer aided design, wood shop manufacturing, basic video, and television studio production), health education, physical education, art, music, fine arts, and theater arts. Advanced Placement courses that offer students the opportunity to receive college credit for nine Advanced Placement classes are also part of the curriculum. In addition, the school has

partnered with Greenfield Community College's Educational Transitions Program to provides low income students with dual enrollment opportunities at no cost to their families. Recognizing the importance of providing students with insight into the world of work, school-to-work opportunities are provided for students who want "real life" and hands-on opportunities for credit. To further this initiative, we offer student internships inside and outside of the school.

The high school's traditions include maintaining a commitment to excellence, a caring atmosphere promoted by students and staff, and a strong sense of community. An annual TFHS Hall of Fame induction ceremony is held which celebrates the successes of Turners graduates who have excelled after high school. Students participate in Student Council, National Honor Society, and Rise Up, a program which allows students to work on a variety of community service efforts and charitable undertakings. On Thursdays, students participate in Advisory in which they have the opportunity to form bonds with a caring adult and a small group of students. Advisory has a well -structured curriculum including: team building, up stander /anti-bullying, academic check- ins and fun.

The Turners Falls High School and Great Falls Middle School complex is a "Green School". This is a term that is given to schools or buildings that are designed to be environmentally sensitive, energy efficient and healthy for their occupants. In keeping with the "Green School" classification, TFHS students recycle paper, glass, plastic, and juice cartons in the school cafeteria, classrooms, and grounds. This year both the high school and middle school have begun composting. This endeavor is a win-win situation because it is good for the environment, teaches students lifelong habits, and saves the district money in trash removal fees

Athletic highlights of the past year included:

- 2013 Football Super Bowl champions , defeating Mohawk High School. Our team was coached by TFHS graduate Chris LaPointe.
- Football Western Mass Division XI Champs
- Boys Tennis league champs
- Softball, Western Mass Division Champions. The team advanced to state championship game but lost to Greater New Bedford Vocational Regional School.
- Play-off performances for many other sports

Students also participated in a variety of academic, fine arts and club activities. The band and chorus continued to entertain. Activities such as the Annual Powder Puff Football Game, Annual Arts Evening, Snow Ball, National Honor Society Induction, Prom, and Homecoming activities including all four classes. The Thanksgiving bonfire, prior to the Thanksgiving Day football game, was organized by students from the Technology classes and Mr. Jobst, was a highlight of the fall season. We defeated Greenfield for the third year in a row to win Turkey Day. In March, students from Turners Falls High School and Great Falls Middle School participated in the musical *Legally Blonde* and performed to large crowds at each performance. In the spring the annual spirit week activities included a talent show, games, a barbeque, and a dunk tank with administrators and staff getting dunked for charity.

Turners Falls High School appreciates the community's support of/for the many activities, athletic events, fundraisers, concerts, musical productions, and field trips and for the help of the many volunteers who assist the school on a daily basis.

<b><u>Contributors to the Annual Report</u></b>
Michael Sullivan, Ed.D., Superintendent of Schools
Joanne Blier, Director of Business and Operations
Martin Espinola, Director of Teaching and Learning
Kathleen Bailer, Principal, Gill Elementary School
Sharon Moberg, Principal, Sheffield Elementary School
Donna Fitzpatrick, Principal, Great Falls Middle School
Thomas Osborn, Principal, Turners Falls High School

**Franklin County Technical School District  
82 Industrial Boulevard, Turners Falls, MA 01376**

**2014 Annual Report to Towns**

We submit this annual report for 2014 on behalf of the Franklin County Technical School District and its administration, faculty, staff and students.

Total enrollment as of October 1, 2014 was 519 students with town breakouts as follows:

Bernardston	21	Erving	31	Montague	70	Sunderland	10
Buckland	10	Gill	5	New Salem	7	Warwick	8
Colrain	23	Greenfield	113	Northfield	39	Wendell	9
Conway	5	Heath	7	Orange	78	Whately	8
Deerfield	15	Leyden	12	Shelburne	5	Non-District	43

Franklin County Technical School awarded 113 diplomas to our seniors in June of 2014. Massachusetts students are required to pass the MCAS in order to receive a high school diploma and once again our students were very successful in meeting this high academic standard. FCTS has maintained level 2 Accountability status from last year. Our overall PPI moved from 17% in 2012 (level III) to 21% in 2013 (level II) to 31% in 2014 (level II).

We were 1% point away from level I Accountability Status. The graduates also earned their vocational certificate along with their diploma. 41% of our graduates planned to go on to either a two or four year college, 36% joined the area work force, 6% planned to join the military, 4% went on to a post-secondary trade/technical school, and 13% were unsure as to which of the above options they would pursue. We are proud of the accomplishments of the Class of 2014.

The teachers and students have been busy with projects that are used as learning opportunities during this latest school year. These authentic work projects are critical in developing the skills of the students, inspiring and motivating the students, developing empathy and social commitment and, of course, are beneficial to our sending communities.

As learning activities, these projects are not treated as production work that would be done by commercial entities. Project work is treated as learning activities, with guidance and direction of instructors. With alternating weeks of shop time, that increases the duration of a project. But, with that said, costs associated with a project are less than those conducted by a commercial company, resulting in towns and students benefiting in the end.

The electrical program has been active in a number of communities throughout Franklin County. Electrical work and networking work has been done in Charlemont with the Hawlemont school barn and greenhouse built; at the Warwick Community School with an LED lighting conversion; repairs to the Bernardston Elementary School parking lot lighting, and also at the Bernardston police department. Electrical students have worked in Buckland with police department lighting retro-fits and exterior security. The Shelburne Falls Trolley Museum has benefited from student electrical work at that facility, with future work projects in the plans. Another Shelburne activity was the fall clean-up of Hill Cemetery by the landscaping program.

In Wendell, the Town Hall emergency kitchen has had the electrical shop, carpentry shop, and primarily the plumbing shop, busy with renovations to their facilities. Due to new regulations imposed by the State Plumbing Board, this project was held up for nearly a year, but through persistence on our end, the approvals were finally authorized and the work is nearly complete. Changes in the State Plumbing Board regulations will continue to have a negative impact on plumbing programs in all vocational schools throughout the state, but we will develop methods to work within the restrictive guidelines.

The community of Deerfield saw the completion of a pavilion at the elementary school. Further activities will take place for landscaping of the pavilion area in the spring – at this point it is being discussed. The pavilion was built by the carpentry program students and instructors. Along with that work, carpentry is beginning work on the Regional Animal Shelter that will serve the town of Orange, along with other communities. By the time the project is completed, the electrical and plumbing programs will also be heavily involved in the expansion of the building.

The Greenfield Town Hall is having bookcases built by the underclassmen carpentry students. This learning activity is just beginning and students are looking forward to the planning and production of the bookcases/shelving. Greenfield also received the services of the landscaping program with the sodding of Vets fields, a great learning opportunity for the students. In the spring of 2015, carpentry students will be building a Community Garden shed in New Salem, and in Leyden the Town Hall will have a rear portico built. Carpentry students will pre-fab the walls for the portico in the shop, and work will follow in the spring by the Leyden DPW, with construction taking place.

Also for the town of Leyden, the Collision and Repair program is doing work on a Crown Vic for the Leyden Police Department. Another community receiving Collision and Repair work is a vehicle for the Colrain fire department.

The Welding program is doing work for two communities, Northfield and Shelburne – both library box drops. A new book drop is being built for Northfield and repair of a book drop for Shelburne.

Our relationship with area communities is important to FCTS. We try and focus primarily on municipal and non-profit organizations for our educational projects. Human Services organizations that service multiple communities, such as the Greenfield YMCA, have had Cosmetology and Culinary Arts students participate in special events, and the Soup and Game night hosted by Hope & Olive in Greenfield, receives soup and bread freshly made by the Culinary Arts program. Even school wide activities such as our food drives for area food pantries, collecting winter clothing for area needs, pet supplies for Dakin and area shelters, all feed into our strong partnership with Franklin County communities.

The District has been selected to participate in a renovation project for new windows and doors through the Massachusetts School Building Authority (MSBA). We are currently in the design and cost analysis stage and should have an estimate on costs at your town meeting. As with all projects selected by MSBA the State will reimburse the District a portion of the cost based upon several factors; our projected reimbursement rate is just a little more than 73% of costs.

In addition the District is in need of other major renovations that were either not selected by MSBA, (a roof repair) and/or would not qualify for funding, (repaving of our drive and parking areas, and possible repair and upgrade of our track.)

This will be the first time since the inception of the District in 1974 that we will be asking the towns to grant the District the authority to borrow monies to upgrade our infrastructure. The approval process as outlined in our regional agreement calls for a district wide election which falls outside of the annual town meeting approval process. As we define the scope of the projects/costs and work with the governing body in each of our member community's additional information will be made available on both the cost and the process.

Respectfully,



Mr. Richard J. Kuklewicz  
School Committee Chairman



Mr. James M. Laverty  
Superintendent-Director

**Franklin County Technical School District Committee 2014**

Bernardston-Lloyd J. Szulborski; Buckland-Laura J. Earl; Colrain-Nicole Slowinski; Conway-Stephanie Recore; Deerfield- Katherine James; Erving-Robert F. Bitzer; Gill-Clifford C. Hatch; Greenfield-Mark M. Maloney; Christopher L. Joseph; Larry D. Geiser; Jeffrey D. Hampton; Heath-Arthur A. Schwenger; Leyden-Gerald N. Levine; Montague-Richard J. Kuklewicz, Chairperson; Dennis L. Grader; New Salem-Angela Fournier; Northfield- Scott Milton; Orange-Clifford J. Fournier, Secretary; Linda R. Chapman; Shelburne-Angus Dun; Sunderland-James Bernotas; Warwick-A. George Day, Jr., Vice-Chairperson; Wendell-Richard E. Drohen; Whately-Donald C. Sluter

TOWN  
ELECTIONS  
&  
MEETINGS

**ANNUAL TOWN ELECTIONS**  
**MONDAY MAY 5, 2014**

To either of the Constables of the Town of Erving:

Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Erving, qualified to vote in town affairs to meet in the meeting room at the Town Hall in Erving Center on Monday, May 5, 2014, at 10:00AM then and there to bring in their votes for the following town officers and ballot questions:

One Selectman for 3 years  
One Assessor for 3 years  
One Treasurer for 3 years  
One Library Trustee for 3 years  
One Library Trustee for 2 years  
One Moderator for 1 year  
Two School Committee Members for 3 years  
One Tree Warden for 1 year  
One Constable for 3 years  
Two Planning Board Members for 3 years  
One Planning Board Member for 1 year  
Two Recreation Commissioners for 3 years  
One Recreation Commissioner for 2 years  
One Board of Health Member for 3 years

The polls will close at 8:00 P.M.



# 2014 TOWN ELECTION RESULTS

OFFICE	VOTES
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## **Selectman – 3 Years**

William A. Bembury	161
William D. Pease	59
Blanks	4
<b>Total</b>	<b>224</b>

## **Assessor – 3 Years**

Beth A. Palmquist	189
Blanks	35
<b>Total</b>	<b>224</b>

## **Treasurer– 3 Years**

Margaret A. Sullivan	158
Others	14
Blanks	52
<b>Total</b>	<b>224</b>

## **Library Trustee – 3 Years**

Mackensey L. Bailey	119
Son Hui May	84
Blanks	21
<b>Total</b>	<b>224</b>

## **Library Trustee – 2 Years**

Peter B. Roy-Clark	183
Others	2
Blanks	39
<b>Total</b>	<b>224</b>

## **Moderator – 1 Year**

Richard K. Peabody	181
Others	4
Blanks	39
<b>Total</b>	<b>224</b>

## **School Committee – 3 Years – Vote For Two**

Eric Semb	4
Dan Hammock	2
Nathan May	2
Son Hui May	6
Others	10
Blanks	424
<b>Total</b>	<b>448</b>

## 2013 TOWN ELECTION RESULTS

OFFICE	VOTES
<b>Tree Warden – 1 Year</b>	
Jeremy D. Klepadlo	76
William F. Lemieux	126
Others	7
Blanks	15
<b>Total</b>	<b>224</b>
<b>Constable – 3 Years</b>	
Arthur A. Kaczinski	176
Others	2
Blanks	46
<b>Total</b>	<b>224</b>
<b>Planning Board – 3 Years – Vote For Two</b>	
William J. Morris, Jr.	140
Tim F. Cronin	68
Son Hui May	101
Blanks	139
<b>Total</b>	<b>448</b>
<b>Planning Board – 1 Year</b>	
Tim F. Cronin	9
Son Hui May	12
Others	7
Blanks	196
<b>Total</b>	<b>224</b>
<b>Recreation Commission – 3 Years – Vote For Two</b>	
Renee Tela	176
Michele Turner	4
Son Hui May	4
Others	10
Blanks	254
<b>Total</b>	<b>448</b>
<b>Recreation Commission – 2 Years</b>	
Chad D. Gagne	182
Others	3
Blanks	39
<b>Total</b>	<b>224</b>
<b>Board of Health – 3 Years</b>	
Bruce W. Scott	148
Son Hui May	58
Others	1
Blanks	17
<b>Total</b>	<b>224</b>

## ANNUAL TOWN MEETING MONDAY MAY 7, 2014

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Wednesday May 7, 2013, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:11 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag. The Moderator then swore in the following newly elected and appointed Town officials:

Selectman	William A. Bembury
Assessor	Beth A. Palmquist
Treasurer	Margaret A. Sullivan
Library Trustee	Mackensy L. Bailey
Library Trustee	Peter B. Roy-Clark
Constable	Arthur A. Kaczinski
Planning Board	William J. Morris, Jr.
Recreation Committee	Renee A. Tela
Board of Health	Bruce W. Scott

### ARTICLE 1

The Town voted unanimously to accept the reports of the Town Officers for 2013.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

### ARTICLE 2

The Town voted unanimously to raise and appropriate the following itemized amounts, all for municipal purposes.

Line item #1	General Government	\$ 556,591.00
Line item #2	Protection of Persons & Property	\$ 564,800.00
Line item #3	Health and Sanitation	\$ 126,598.00
Line item #4	Highways & Cemeteries	\$ 376,057.00
Line item #5	Human & Veteran's Services	\$ 141,558.00
Line item #6	Libraries	\$ 49,818.00
Line item #7	Parks & Recreation	\$ 59,250.00
Line item #8	Insurance/Payroll Expenses	\$ 1,227,681.00
<b>Grand Total</b>	<b>Article 2</b>	<b>\$ 3,102,353.00</b>

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

### ARTICLE 3

The Town voted unanimously to authorize the Board of Selectmen to apply for State or Federal grants and to expend any monies received, as set forth by the grant, and to follow the appropriate procedures.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

### ARTICLE 4

The Town voted unanimously to raise and appropriate for FY15, the sum of One Hundred Thousand, eighty-six Dollars and No Cents (\$100,086.00) for Elected Town Officials' salaries, and vote that the following salary and compensation be paid from this sum to the following Elective Officers of the Town, as provided by Section 108, chapter 41 of the General Laws, as amended by Chapter 540 of the Acts of 1947.

Moderator	\$ 81.00	
Selectmen	\$ 10,680.00	\$3,560 each
Assessor	\$ 10,392.00	\$3,464 each
Treasurer	\$ 41,381.00	
\$1,000.00 Certification award		
\$1,608.00 from Water Department		
Total Salary = \$43,989.00		
Tax Collector	\$ 10,373.00	
\$1,000.00 Certification award (pending qualification)		
\$1,734.00 from Water Department		
Total Salary = \$13,107.00		
Town Clerk	\$ 8,642.00	
\$1,000.00 from Expenses for census work		
Total Salary = \$9,642.00		
Planning Board	\$ 3,270.00	\$ 654 each
School Committee	\$ 6,260.00	\$1,252 each
Tree Warden	\$ 2,263.00	
Board of Health	\$ 2,604.00	\$ 868 each
Recreation Commissioner	\$ 4,140.00	\$ 828 each
<b>TOTAL</b>	<b>\$ 100,086.00</b>	

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 5 – ORIGINAL ARTICLE**

To see if the Town will allow for the development and construction of a gas station and car wash located on land in the Town of Erving.

SUBMITTED by CITIZEN PETITION

**Amendment:** To replace Article 5 in its entirety with the following: “To see if the Town will vote to have the Planning Board and the Select Board investigate amending the Erving Zoning Bylaws to allow a gas station to be located in Zone II of the Town’s Groundwater Protection District, in response to the Citizen Petition.” Moved and Seconded. The amendment passed by majority.

**Article 5 passed by majority as amended.**

## **ARTICLE 6**

The Town voted unanimously to raise and appropriate the sum of Two Million, Five Hundred Ninety-eight Thousand, Five Hundred Sixty-six Dollars and No Cents (\$2,598,566.00) for the expense and operation of the Erving Elementary School for FY15, beginning July 1, 2014.

SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 7**

The Town voted unanimously to raise and appropriate the sum of Nine Hundred Ninety Thousand, Four Hundred Seventy-six Dollars and No Cents (\$990,476.00) for tuition and expenses for secondary education for FY15, beginning July 1, 2014.

SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 8**

The Town voted unanimously to raise and appropriate the sum of Three Hundred Eighty Thousand, Eight Hundred Thirty-three Dollars and No Cents (\$380,833.00) for secondary education at the Franklin County Technical School for FY15, beginning on July 1, 2014.

SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 9**

The Town voted unanimously to raise and appropriate the sum of Twelve Thousand Dollars and No Cents (\$12,000.00) for the Special Stabilization fund for EES computers.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL  
2/3 Vote Required

## **ARTICLE 10**

The Town voted unanimously to transfer from the Special Stabilization fund for EES computers, the sum of Twenty-two Thousand Dollars and No Cents (\$22,000.00) for computers (iPad lease) and associated accessories at the Erving Elementary School.

SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS APPROVAL  
2/3 Vote Required

## **ARTICLE 11**

The Town voted unanimously to authorize the School Committee to contract for five years for school bus transportation as per M.G.L. Chapter 40, Section 4 (instead of three years as limited by M.G.L. Chapter 30B, Section 12(b)).

SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 12**

The Town voted unanimously to appropriate the sum of Six Hundred Seventy-two Thousand, Nine Hundred Forty-four Dollars and No Cents (\$672,944.00) to fund the FY15 Wastewater operations.

The \$672,944.00 is to be raised as follows:

Town of Montague and other receipts	\$182,944.00
Town of Erving (raise & appropriate)	\$490,000.00
 Total Wastewater Operating Costs	 \$672,944.00

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 13**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Five Thousand Dollars and No Cents (\$5,000.00) to purchase a multi-functional copier for the wastewater treatment plant (POTW#1).

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 14**

The Town voted unanimously to appropriate the sum of Eighty-eight Thousand, Fifty-three Dollars and No Cents (\$88,053.00) to fund the FY15 Water operations. Said money to be raised from receipts, revenues, and funds from any source derived from activities of the Erving Water Department.

SUBMITTED by the WATER COMMISSIONERS  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 15 – ORIGINAL ARTICLE**

To see if the Town will vote to adopt the following bylaws for Erving's Water Department's, or take any action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN

# Town of Erving

## Water Department

### Rules and Regulations

May 7, 2014

## **SECTION 1 – NEW SERVICES**

- 1.1 Applications for Water Service
- 1.2 Installation of New Services
- 1.3 Cost of Installation of Domestic Services
- 1.4 Developments
- 1.5 Cost of Maintenance & Repairs to Domestic Services
- 1.6 Services to Manufacturers & Sprinklers Services
- 1.7 Sprinkler Services & Fire Protection Lines
- 1.8 Cross Connections
- 1.9 Work and Materials by Erving Water Department

## **SECTION 2 – METERS**

- 2.1 Services Requiring Meters & Furnishing Meters
- 2.2 Location of Meters
- 2.3 Access to Meters
- 2.4 Failure of Meters
- 2.5 Repairs of Meters
- 2.6 Outside Readers
- 2.7 Ownership of Meters
- 2.8 Testing Meters
- 2.9 Sprinkler Test Policy

## **SECTION 3 – RATES & CHARGES**

- 3.1 Payment for Metered Water
- 3.2 Responsibility of Payment
- 3.3 Special Mailing of Bills
- 3.4 Service Charge for Testing Meters (see Sec. 2.8)
- 3.5 Estimated Bills Because of Meter Failure
- 3.6 Estimated Bills Because of No Access to Read Meter
- 3.7 Estimated Bills Because of Tampering with Meters
- 3.8 Exceptions to Charges for Metered Water
- 3.9 Water Running to Prevent Freezing
- 3.10 Turn Ons and Shut Offs

- 3.11 Discount for Vacant Premises
- 3.12 Rates and Service Charges
- 3.13 Sprinkler Charges
- 3.14 Shut off Policy

## **SECTION 4 – ABATEMENTS**

- 4.1 Authority to Abate
- 4.2 Reasons for Abatement
- 4.3 Procedure for Abatement
- 4.4 Special Provisions

## **SECTION 5 – MISCELLANEOUS**

- 5.1. Shut Offs for Repairs to Mains, etc.
- 5.2. Short Water
- 5.3. Damages Caused by Dirty Water
- 5.4. Restriction of Use of Water
- 5.5. Waste of Water
- 5.6. Access for Examination of Pipes, Meters, etc.
- 5.8. Use of Hydrants
- 5.9. Temporary Water Service - Hydrant Fee
- 5.10. Discontinuance for Violation of Rules
- 5.11. Permit Process
- 5.12. Appeals Procedure



The following regulations shall be considered a part of the contract with every person who takes the water and every such person by taking the water shall be considered to express their assent to be bound thereby. Whenever the building or place of such violation, although two (2) or more parties may receive the Water through the same pipe, water shall not be turned on again, except by order of the Board of Water Commissioners.

## **SECTION -1- NEW SERVICES**

- 1.1 Water will not be supplied to any building or premises, except on the written application in the prescribed form, submitted by the owner or owners of the property. The application shall state fully and truly the various uses for which water is required. The completed application form must be submitted to the Water Commissioners and Water Operator, thirty (30) days prior to commencement of work.

- 1.2 The owner must contact a private insured contractor approved by the Water Commissioners to install a new service or replace an existing service. Service taps shall be made by an approved contractor experienced in water works, at the owners' expense under the guidance of a water department licensed operator. All materials used must be approved by the Water Commissioners.

Service pipes shall not be placed in the same trench with any other utility and must be placed a minimum horizontal distance of ten feet from any sanitary sewer line, septic tank and fifteen feet from any cesspool or leaching field.

Service pipes shall be laid with a minimum of four and one half feet of cover.

A road opening permit shall be obtained from the Board of Selectmen.

Water Commissioners reserve the right to defer any new service connections from being made between November 15 and April 1.

- 1.3 The owner or contractor will be responsible for the cost of materials and installation from the water main to a shut off in the cellar of the premises to be served.
- 1.4 In the case of water extensions on or to a new development, the design of any proposed work must be approved prior to construction. The developer shall pay all costs relating to the plan review, the laying of water mains, services and appurtenances. All materials, fittings, hydrants, etc. used shall be approved by the Water Commissioners.
- 1.5 The Water Department will assume the cost of maintenance and repairs to water service between the main and the curb stop on existing service lines one inch in diameter or less. The cost of maintenance and repairs to the service between the

curb stop and the cellar will be the responsibility of the owner, who shall maintain, keep in repair and protect the same from frost and other injuries and prevent the waste of water in any way. Repairs on private property shall be repaired within thirty (30) days. The Water Commissioners must be notified of the date of repair and completion. Water service may, at the discretion of the Water Commissioners, be discontinued if a leak requires it.

The cost of installation from main to cellars, maintenance and repairs to all services over 1" will be the responsibility of the owner. Water Department personnel will inspect and document location and materials to insure compatibility with Water Department standards.

- 1.6 On every service feeding the fire protection system of a building there shall be an approved backflow device installed immediately after entry into the building. Also there shall be an approved valve on each side of the backflow device.

No connection shall be made to fire service pipes in buildings without permission in writing from the Water Commissioners.

- 1.7 No cross connection between the water service supplying the premises and any other source will be permitted, nor with any fixture or any appliance containing liquid subject to pollution whereby there is any possibility under any conditions of backflow into the service pipe or water distribution system.

## **SECTION -2- METERS**

- 2.1 All services must be metered. The Water Department will furnish and install a 1" or smaller meter with a remote read attached to the outside of the building. If a larger meter is required the cost of the meter will be the responsibility of the owner. In all cases, the size of the meter to be installed will be approved by the Water Commissioners.

Only one meter will be furnished for each service connection and it may be located between the main and the building or within the building, at the option of the Erving Water Department.

Meters larger than 1" will be tested by the owner and results shall be submitted to the Water Department annually. If the meter is incorrect it shall be replaced or repaired within thirty (30) days at the owners' expense. The Water Department will be notified to inspect replacement and record serial numbers.

No plastic lines are allowed between the water main and the water meter. If a property owner insists on plastic, the owner shall install a meter pit before the plastic at their own expense.

- 2.2 A suitable place shall be provided in each house for installing a meter which shall be set by the Erving Water Department who shall have access to same for removing, repairing, reading or adjusting at all times.
- 2.3 Consumers shall maintain a passage way to the meter and keep the meter accessible for reading or removal at all times. Should free access to the meter not be made within a reasonable length of time, the water may be shut off until such access is provided for.
- 2.4 In case a breakage, stoppage or other irregularity in the meter is observed by the consumer, they are to notify the office of the Erving Water Department at once.
- 2.5 All repairs to the meter will be made by the Water Department. If any meter installed on a consumers premise is stolen or is damaged by freezing, hot water, fire or otherwise the cost of replacement will be charged to the consumer. When meters cease to register through no fault of the owner the Water Department shall repair or replace the meter at no expense to the owner.
- 2.6 All services will be required to have outside readers or radio reads, for meters 1" or smaller the cost will be the responsibility of the Water Department. For meters larger than 1" the expense of said installation to be borne by the owner of the property.
- 2.7 All meters and equipment of the Water Department on the customer's property shall remain the property of the Water Department. The Water Department reserves the right at all times to remove, test, repair or replace any meter.
- No meter shall be changed, altered, disconnected or in any manner disturbed except by an employee of the Water Department or an agent duly authorized by the Water Commissioners.
- 2.8 If a consumer desires a meter tested, he shall make application in writing to the Erving Water Department. If the test show the measurements of the meter favor the Erving Water Department more than three percent, a corresponding rebate will be made on the disputed bill and consumption for the current period up to the time of the test. There will be a \$50.00 charge, paid in advance, to have the meter tested. If the meter is found to be incorrect, a refund will be issued.
- 2.9 The flow testing of sprinkler systems will be conducted under the direction, and with prior permission, of the Water Commissioners. All expenses incurred if any by the Water Department will be paid by the Property owner requesting the test.

### **SECTION -3- RATES AND CHARGES**

- 3.1 All metered water rates shall be payable at the Office of the Tax Collector.
- 3.2 The owner of the premises shall be responsible for payment of all charges for water and service furnished to the property (by State law, all charges for water

- or service become a lien against the property immediately following the due date.).
- 3.3 All bills will be mailed to the owner of record on file with the Water Department unless application for special mailing is made to and approved by the Water Department. When ownership changes, the name and address of the new owner must be registered with the Water Department. Failure of the owner to receive a bill does not relieve him from the obligation of payment nor from the consequences of its non-payment.
  - 3.4 Service charge for testing meters 1" and smaller will be a \$50.00 charge per test, non-refundable, except if meter is found to be inaccurate. If the meter is found to be inaccurate (3% or more), the \$50.00 charge will be refunded
  - 3.5 If a meter fails to register properly, the consumption for the period will be estimated from the consumption of a corresponding preceding period when the water was supplied under similar conditions and was correctly measured.
  - 3.6 If the meter reader is unable to gain access to a meter for reading, the bill for the period may be estimated and the proper correction made on the bill for the next period.
  - 3.7 If the Erving Water Department finds evidence of tampering with the meter or service pipes, the bill for the period will be estimated and a fine of \$3,000.00 will be assessed. Upon repetition of the offense, service will be discontinued.
  - 3.8 All water passing through a meter will be charged for whether or not it was used unless it was kept running to prevent freezing with the permission of the Water Department and a meter reading when it was first left on and when it was shut off is taken by a Water Department employee.
  - 3.9 Water shall not be kept running to prevent freezing without permission in writing of the Water Department.
  - 3.10 The owner of a property shall be charged for shutting off and for turning on the water service when said work is required by the owner. Twenty-four hours' notice shall be given to the Water Department when turning on or shut off of a service is required, and in all cases turn on and shut offs will be done during normal working hours of the Department. In the event of an emergency outside of normal Water Department hours, the owner will be billed for cost to the Water Department, including all after-hour costs.
  - 3.11 No discount will be made for vacant premises unless an agent of the Water Department shuts off the water.
  - 3.12 The charge for metered water for all purposes and for all services and materials supplied by the Water Department will be according to the rate schedule approved by the Water Commissioners. All rates and charges are subject to

change without notice. This will include tie-in fees and service charges, as well as normal rates for volume used.

- 3.13 All bills shall be due upon receipt. If a bill remains unpaid after thirty (30) days, interest will accrue back to the original billing date. Bills must be paid in full before a bill can be disputed.
- 3.14 Shut Off Policy – Water bill payment will be due thirty (30) days from the postmarked date of the original bill. Overdue notices will go to property owners and “current occupant” forty-five (45) days after the postmarked date of the original bill. Shut off notices will go to property owners and “current occupant” sixty (60) days after the postmarked date of the original bill. The shut off notice will specify that shut off will occur on or after Monday. Shut off will not occur sooner than seventy-five (75) days from the postmarked date of the original billing. The shut off notice will clearly state the earliest date that shut off can occur. There will be no further notice.

In order for water service to be restored during normal work hours, the resident must pay the bill in full plus a water turn off fee and turn on fee. If services are requested to be turned on after the working hours, the resident must pay, in advance, the cost of doing the service (2 men X 4 hours each X labor rate). If the resident waits to pay the bill until the morning of the termination, the administrative charge will be assessed.

## **SECTION –4- ABATEMENTS**

- 4.1 The Water Commissioners have the statutory right to grant abatements of water bills. All requests for abatements must be filed, in writing, within forty-five (45) days of date of mailing bill. Any abatement request received after the forty-five (45) day period will be denied. The bill must be paid in full to avoid interest charged. Any interest accrued on the amount abated will be abated.
- 4.2 Reasons for abatements will include if the reading was estimated, due to no access to the meter and the reading shows that the estimate was incorrect or if the meter was tested and accuracy was not within the acceptable limits. No abatements will be granted for leaks in plumbing, toilets, etc. since water is the responsibility of the owner after it is delivered through the meter.
- 4.3 Customers may direct questions regarding their bill to the Water Commissioners office by phone, mail or e-mail.

Meter testing and/or reading check will be coordinated during normal working hours of the Water Department, 7:00 AM to 2:00 PM, Monday through Friday. The owner or representative for the owner must be present during the removal, testing, reinstallation or reading of the meter. Leaving the door unlocked is unacceptable.

If the meter is found to be accurate under section 2.8, the abatement will be denied by the Water Commissioners. If the meter is found to be inaccurate, abatement

will be granted by the Water Commissioners, calculated from the meter test results.

4.4 There are Special Provisions. They are as follows:

- a. Checking all meters up to 1", which are the property of the Erving Water Department, for accuracy in response to a request for abatement will be done by the Erving Water Department or its delegated representative. A \$50.00 charge to have the meter tested shall be paid in advance of testing each time. The fee will be refunded only if the meter is found to be inaccurate (more than 3%).
- b. Meters over 1", which are the property of the owner. Shall be checked annually in order to insure fair billing. Since these large meters are owned by the property owner, they can be privately checked, with Water Department coordination, and the results should be submitted to the Water Department for appropriate adjustment. The Water Department, may of course, at the discretion of the Water Commissioners, perform tests on the large water meters if they feel it is necessary. All costs shall be assessed to the owner of the device.
- c. Large meters which fail or are tested inaccurate shall be repaired or replaced at the expense of the owner, within thirty (30) days. Failure of the owner to take necessary steps to cause said repair/replacement to occur, shall result in an increased estimated bill, service terminated after sixty (60) days until the meter has been repaired/replaced and assessing the owner all costs to include Department Administrative Fees or shut-off of the water connection, pending the owners' compliance. Any bill for a broken or inaccurate meter, shall not be considered for abatement and any added cost to the owner shall be deemed a fee for noncompliance to cover the Regulatory Agency (Erving Water Commissioners and the Water Department) involvement.
- d. In the incidence where the Water Department has reason to question large meter accuracy, they may, with the Water Commissioners approval, order the owner to have the meter tested or cause meter to be tested. Payment for testing shall be at the Water Commissioners option paid for by the Department or assessed to the owner based on specific circumstances and test results. This testing shall not be done at intervals of less than one (1) year unless there is documented evidence submitted to and accepted by the Water Commissioners for additional testing at a more frequent interval.

## **SECTION -5- MISCELLANEOUS**

- 5.1 The Erving Water Department reserves the right at all times to shut off the water without notice, for all repairs, extensions, alterations or other necessary work connected with the system.

- 5.2 No claim shall be allowed for short water or damages caused by shutting off the water in the main pipe to make extensions, connection, repairs, for any cause deemed necessary by the Department.
- 5.3 The Erving Water Department will not be responsible for damage caused by dirty water resulting from opening or closing of gates, for repairs, the use of hydrants or the breaking of lines or any other reason.
- 5.4 The Erving Water Department reserves the right to restrict the use of water whenever public emergency or the Department of Environmental Protection so requires.
- 5.5 All persons taking water must keep their own fixtures and service pipes in good repair to prevent leakage and unnecessary waste of water. The Department reserves the right to decide what shall be considered waste or improper use of water and to restrict such use.
- 5.6 The Erving Water Department reserves the right to enter the premises of any water user to inspect the fixtures, determine the quantity of water used, or to set, repair or test meters.
- 5.7 No one, except firemen at fires or duly authorized agents of the Water Department, will open or close any public hydrant, gate, curb or corporation valve.
- 5.8 Anyone requesting a temporary water connection shall fill out a request form and obtain approval at the Erving Water Department, 12 East Main St, Erving, MA, 01344. A hydrant fee will be charged for the set-up and water turn on/off and will be payable at the time of application. All work related to this request will be accomplished during normal working hours. Water usage will be charged at a rate of \$10.00 per day for the use of hydrant and water consumption through a meter charged at the current rate. Any increase in the connection line size must be approved by the Water Superintendent or their designee who, upon approval, will set the applicable per day water rate.
- 5.9 The Erving Water Department will have the authority to discontinue water to any user violating any of these rules and regulations. Each day a violation occurs will constitute a separate offense.
- 5.10 Any person desiring to connect to the Erving Water system or desiring any other permit from the Water Department shall do so only after securing a written permit for such connection from the Town of Erving Water Commissioners.
- 5.11 The applicant shall make a written application (on a form provided by the Water Department) to the Water Commissioners, with a plan showing
  - 5.11.1 Any water lines to be installed, altered, repaired or removed and the relationship to the nearest water main, public way, the house and any other significant object.

- 5.11.2 Construction details sufficient to guarantee and describe compliance with these rules and regulations
- 5.12 The Water Commissioners shall notify the property owner making the application within thirty (30) days of the completed submission that the:
  - 5.12.1 Application conforms to the Water Department standards and is approved, or
  - 5.12.2 Application conforms to the Water Department standards subject to certain modifications, conditions, restrictions, or
  - 5.12.3 Application does not conform to the Water Department standards and is denied.
- 5.13 If the Water Commissioners take no action within thirty (30) days of the completed submission, the application is automatically denied.
- 5.14 If an application is denied, water shut off, or a person is aggrieved in a way that relates to the Water Department's responsibility by the Water Commissioners or their designees, an appeal may be made within thirty (30) days to the Commissioners. Said appeal shall include the following:
  - 5.14.1 The date of submission of the application and a copy of the application and plan or in the case of water shut off, or other grievance a factual statement of the action taken by the Water Department or its designee.
  - 5.14.2 A copy of any communication written from the Water Department and the date of same.
  - 5.14.3 The reasons setting forth why the appellant feels the permit should not have been denied or the action should or should not have been taken in the case of any other grievance.



## 5.15 TEMPORARY WATER CONNECTION – REQUEST FORM AND COST

Anyone requesting a temporary water connection shall fill out a request form and obtain approval at the Erving Water Depart, 12 East Main St, Erving, MA, 01344. A hydrant fee will be charged for the set-up and water turn on/off and will be payable at the time of application. All work related to this request will be accomplished during normal work hours. Water usage will be charged at a rate of \$10.00 per day for hydrant use and any consumption of water shall be assessed at the current rate. Any increase in the connection line size must be approved by the Water Superintendent or his designee who, upon approval, will set the applicable per day water usage rate.

LOCATION REQUESTED:

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OWNER/USER:

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ADDRESS:

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REASON FOR REQUEST:

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DATES OF SERVICE:

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I UNDERSTAND A SET-UP AND WATER TURN ON/OFF FEE IS PAYABLE WITH THIS REQUEST AND THAT I WILL BE BILLED AT THE RATE OF \$10.00 PER DAY FOR EACH DAY THE SERVICE IS AVAILABLE.

TEMPORARY CONNECTION APPROVED: \_\_\_\_\_

WATER SUPERINTENDENT

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OR

HIS DESIGNEE

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**Amendment:** To replace Article 15 in its entirety with the following: “To see if the Town will vote to recommend that Erving’s Water Commissioners adopt the following Rules and

Regulations for the Water Department, with the understanding that future changes to these rules and regulations will fall under the authority of Erving's Water Commissioners, or take any action relative thereto." Moved and Seconded. The amendment passed unanimously.

**Article 15 passed by majority as amended.**

**ARTICLE 16**

The Town voted unanimously to raise and appropriate the sum of Twenty-five Thousand Dollars and No Cents (\$25,000.00) for the purpose of maintaining and improving town buildings.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 17**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of One Hundred Thousand Dollars and No Cents (\$100,000.00) for the continuing appropriation established for highway work. The FY15 work will be continued improvements to North Street, Church Street, and High Street. This transfer will be the fourth installment toward a total contribution of \$500,000.00 over five years for the purpose of on-going highway road work. Improvements will include sidewalks, catch basins, grinding, paving, and conduit (if conduit is feasible).

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 18**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Twenty-five Thousand, Three Hundred Dollars and No Cents (\$25,300.00) for the purpose of purchasing a leaf collector for the Highway Department.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 19**

The Town voted unanimously to raise and appropriate the sum of Five Thousand Dollars and No Cents (\$5,000.00) for the purpose of repairing and replacing existing streetlights.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 20**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Six Thousand Dollars and No Cents (\$6,000.00) for the purpose of purchasing software, components and/or accessories, and software support to be able to utilize the county's Tritech computer system at the Police Department.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 21**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Seven Thousand Dollars and No Cents (\$7,000.00) for the purpose of replacing firearms used by the Police Department.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 22**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Ten Thousand Dollars and No Cents (\$10,000.00) for the purpose of replacing computers and accessories in Police Department vehicles.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 23**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Thirty Thousand Dollars and No Cents (\$30,000.00) to purchase and install an emergency generator for Fire Hall #2 (Erving'side).

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 24**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Seven Thousand Dollars and No Cents (\$7,000.00) to purchase large diameter hose for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 25**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Eight Thousand Dollars and No Cents (\$8,000.00) to purchase portable pumps for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 26**

The Town voted unanimously to transfer Fifty-two Dollars and Nineteen Cents (\$52.19) from the FY14 budget line for Fire Department Expenses (#01-220-202-57800) to pay a FY13 (prior year) invoice for water usage billed 5-7-13.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

## **ARTICLE 27**

The Town voted unanimously to grant Erving's Library Board of Trustees the authority to apply for, accept, and expend any state grants which may be available for a feasibility study of the current and future needs of Erving's library and to further vote to transfer from unexpended fund balance (free cash), the sum of Twenty-five Thousand Dollars and No Cents (\$25,000.00) to a fund for a library feasibility study grant match for the purpose of making funds available to the Trustees to be able to apply for matching state grant funds for a library feasibility study.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 28**

The Town voted unanimously to re-authorize the establishment of a revolving fund in accordance with Massachusetts General Law Chapter 44, Section 53 E 1/2, for the use of the Erving Council on Aging, during the fiscal year beginning July 1, 2014. The fund shall receive reimbursements for Medicaid rides provided by the Council on Aging van and will make expenditures for providing outreach and community services for Erving seniors as well as provide the 20% matching funds for the purchase of a new Council on Aging van. The fund will be under the control of the Council on Aging and the expenditures will be limited to Ten Thousand Dollars and No Cents (\$10,000.00) or the total amount of the receipts, whichever is less. If this fund is not re-authorized for the following fiscal year, the remaining balance will be transferred to the general fund at the close of the fiscal year ending June 30, 2015.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 29**

The Town voted unanimously to authorize the establishment of a revolving fund in accordance with Massachusetts General Law Chapter 44, Section 53 E 1/2, for the use of the Erving Council on Aging, during the fiscal year beginning July 1, 2014. The fund shall receive facility use payments from outside groups. The fund will be under the control of the Council on Aging and the expenditures from the fund on maintenance and repair related to making the facility available for use by outside groups will be limited to Ten Thousand Dollars and No Cents (\$10,000.00) or the total amount of the receipts, whichever is less. If this fund is not re-authorized for the following fiscal year, the remaining balance will be transferred to the general fund at the close of the fiscal year ending June 30, 2015.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 30 – ORIGINAL ARTICLE**

To see if the Town will vote to adopt the following bylaws for Erving's Council on Aging, or take any action relative thereto.

SUBMITTED by the COUNCIL on AGING

# **TOWN OF ERVING**

## **BYLAWS OF THE COUNCIL ON AGING**

### **ARTICLE I -- ESTABLISHMENT**

The Erving Council on Aging, hereinafter referred to as the COA or Council, was established by Town of Erving Special Town Meeting vote on June 26, 1978 pursuant to Chapter 40, section 8B, of Massachusetts General Laws.

### **ARTICLE II -- PURPOSE**

The COA is primarily an advisory board. Its basic purposes include:

- a. identifying the total needs of elders in the community;
- b. educating citizens and enlisting the support and participation of all to meet the needs of elders, and recognizing such assistance;

- c. designing, advocating for, and/or implementing services to fill these needs, and/or coordinating existing services; and
- d. cooperating with the Massachusetts Executive Office of Elder Affairs, and the area agency on aging, and to be cognizant of state and federal legislation and programs regarding elders.

### **ARTICLE III -- OFFICES**

The principal office of the Council shall be located at Erving Senior/Community Center, 1 Care Drive, Erving, Massachusetts, 01344. All mail shall be delivered to this address unless another shall be specified by the director or officers of the Council.

### **ARTICLE IV -- MEMBERSHIP**

The Council shall consist of a minimum of seven (7) and not more than fifteen (15) members.

Prospective COA members may/shall be nominated by a majority of the existing members of the COA, and no person so nominated for COA membership is to serve on the Council until appointed by the appointing authority and sworn in by the Town Clerk.

Such persons shall be appointed on a rotating basis so that members shall be appointed annually, each for a three-year term.

No person shall serve more than two terms in succession, plus any portion of an unfilled term. There shall be at least a one year hiatus prior to re-appointment after the second full term is served. No retired director shall serve as a member of the COA within three years of his/her resignation from that post.

Insofar as possible, COA membership shall reflect the makeup of the community at large and shall be composed of at least 51% persons sixty years of age or older.

A member shall have served on the COA for at least one year prior to election as an officer. No person shall serve more than two years consecutively in a given officer position.

Vacancies shall be filled through recommendation of the Nominating-Committee; such term shall expire at the end of the original term.

Prospective nominees shall attend at least one COA board meeting prior to being recommended for appointment as a COA board member.

The COA may appoint a non-voting liaison, on a rotating basis, to meet with the "Friends

of the Erving Senior Center” at their monthly meetings.

The COA shall designate municipally sworn alternates to create a quorum in the absence of a sufficient number of regular voting members.

## **ARTICLE V – CONFIDENTIALITY**

The names, addresses, telephone numbers, or other identifying information about elderly persons in the possession of the council shall not be public records, but the use of these records shall comply with Sections 14 to 24, inclusive, of MGL Chapter 19A and Part I, Title VII, Chapter 40, Section 8B as a condition of receiving a government contract, program grant or other benefit, or as otherwise required by law.

## **ARTICLE VI -- VOTING RIGHTS OF MEMBERS**

All voting rights shall be vested in the members, and each member shall be entitled to one vote in person, or by conference manner, as allowed by law, with respect to any question or matter that may come before a meeting of the members of the Council.

Council on Aging members are unpaid municipal employees. Certain circumstances (e.g., payment for professional services) may warrant pursuit of “special municipal employee” status with the Select Board. As “municipal employees,” members shall not exercise his/her vote in violation of the state conflict of interest law (MGL Chapter 268A, see especially sections 1-3, 8-10, 17-23, [not 23A], 24, 25). COA employees are also subject to conflict of interest laws.

## **ARTICLE VII -- MEETINGS OF MEMBERS**

### **Section 1 -- Regular meetings**

Regular meetings of the members of the Council shall be held at the Erving Senior/Community Center on the second Tuesday at 9:30 a.m. with the following exceptions:

- a. When Tuesday falls on a legal holiday, or the date is otherwise unavailable for one or more members of the COA, the meeting scheduled for that day shall be held on a day approved by the COA.
- b. When the appearance of an invited municipal official or other guest of the Council conflicts with the scheduled meeting.

### **Section 2 -- Regular meeting notice; accompanying material**

- a. In accordance with the provisions of the open meeting law, [Chapter 39, section 23B, MGL] the Council shall provide at least forty-eight hours notice and posting of its meetings.
- b. The Council shall distribute to its members minutes of the previous meeting, and an agenda for the upcoming meeting, (at least three / seven days) prior to each regular meeting.

### Section 3 -- Emergency meetings

Emergency meetings of the Council may be called at any time by the Chair at the request of three members or a majority of the Council. Adequate written and/or verbal advance notice shall be provided to each member of the Council, insofar as feasible.

### Section 4 -- Annual Meeting

The annual meeting of the Council shall be held the second Tuesday in May for the purpose of electing officers and presenting the Chair, Director, Treasurer and committee Annual reports.

### Section 5 -- Annual Meeting Notice

Notice of the annual meeting shall be as provided for in the Massachusetts open meeting law. The Council shall inform the general public through appropriate media at least two weeks in advance of said meeting.

### Section 6 -- Quorum

At all meetings of the members of the Council, the presence of a simple majority of the total membership shall be necessary and sufficient to constitute a quorum for the transaction of any business. Votes shall be cast only by members in attendance or in accordance with article 6 with voting rights.

### Section 7 -- Conduct of Meetings

All meetings shall be conducted in accordance with Roberts' Rules of Order.

### Section 8 -- Resignation

In the event that a member wishes to resign from the Council, he/she shall notify the appointing authority and the Council in writing.

### Section 9 -- Attendance

As a matter of policy, regular attendance is expected of all members. In the event of



absence of any member for three [3] consecutive meetings, except for reasons of health or extenuating circumstances as duly reported to a council officer or the director of the center in advance of Council meetings, the Council shall request resignation of that member through the selectmen. On the occasion of six absences during any calendar year, the Council shall recommend the appointing authority dismiss such member from the Council.

## **ARTICLE VIII -- OFFICERS**

### **Section 1 -- Background**

The officers shall consist of a Chair, Vice-Chair, Secretary/Clerk, and Treasurer.

Officers of the Council shall be elected at the annual meeting of the Council and shall take office upon election at the end of that meeting.

Election of officers to fill vacancies created by death, resignation, or other cause may take place at any regular or special/emergency meeting and shall be for the unexpired term of the previous incumbent; however, the office of Chair, if vacated, shall be filled by the Vice-Chair for the unexpired term of the Chair's normal term of office. The position of Vice-Chair will then be filled by election.

### **Section 2 -- Chair**

The Chair shall preside at all meetings of the Council. In the absence of a paid director/coordinator, the Chair shall have charge of the business, affairs, and property of the Council in its general operations, subject to the direction of members of the Council. He/she shall prepare an agenda in conjunction with the director, appoint all committees and their chairs, except the nominating committee and be an ex officio member of all committees. The Chair acts in concert with the director to carry out COA policies and to ensure effective public communications.

The chair (or his/her designee) shall ensure that each member of the Council on Aging shall, upon being sworn in, be given a copy of MGL Chapter 39, Section 23B [open meeting law]. State law requires dissemination of this material to all appointed or elected municipal boards upon appointment/election [qualification] for office.

### **Section 3 -- Vice-Chair (Chair-elect)**

During the absence or disability of the Chair, the Vice-Chair shall exercise all the functions of the Chair and, when so acting, shall have all the powers and be subject to all the restrictions of the Chair.

(Possible duties: meeting notification, invite guests/speakers, collate committee reports for distribution, other...)

#### Section 4 - Secretary

The secretary shall:

- a. Record all the proceedings of the meetings of members;
- b. Cause all notices to be given in accordance with these policies and procedures (and M.G.L. Ch. 39, s. 23B); or as updated.
- c. Retain records in accordance with the Secretary of State's Records Retention Schedule (DS-27-93) of September 9, 1993; or as updated.
- d. Perform all duties relevant to the office of Secretary;
- e. Forward the annual report of the Council to the selectmen and local media. The annual report shall be filed with the Executive Office of Elder Affairs (per M.G.L. Ch. 40, s. 8B); or as updated

#### Section 5 - Treasurer

The treasurer shall:

- a. Render to the Chair and to the members a monthly statement of the financial condition of the Council, including its grants, fund and line item balances, and of all transactions processed;
- b. Render a full financial report (based on the books and accounts completed by the municipal accountant) at the second regular meeting following the completed budget year;
- c. Assist with the preparation of an annual budget (for submission to the Council for approval and to the Select Board and Finance Committee);
- d. Shall assist with the preparation of reports for expenditure/s.
- e. Have oversight and supervision over funds, securities, and receipts of the Council;
- f. Shall be prepared to represent the Council on financial matters at meetings of municipal officials and at town meetings

#### Section 6 -- Representation

Article VII, Section 5g. Notwithstanding, no member of the Council or its staff shall make written or oral representations for the Council unless authorized by Council vote or in pursuance of job requirements.

## **ARTICLE IX -- BOARD/STAFF RELATIONSHIP**

The COA is primarily an advisory board. Members shall refrain from supervisory and day-to-day management activities. The Council may/shall recommend candidates for the director position to the Select Board. The director shall recommend candidates for subordinate staff positions to the Council and ultimately the Select Board.

The Council shall/may assist with the recruitment of personnel.

Communication -- other than emergencies -- shall be directed to staff through the COA board chair. The board shall consult with the director, and other staff (if appropriate), in policy matters. Staff, or board chair in absence of staff, shall ensure the confidentiality of individual client and staff records.

## **ARTICLE X -- BOARD COMMITTEES**

Committees will be appointed as necessary and approved by the chair of the COA.

## **ARTICLE XI -- AMENDMENTS**

Proposed amendments or alterations of these bylaws may be considered at the annual (or a regular or emergency) meeting of the COA, notice of the general character of such action having been given in the call for the meeting. Notification of the meeting and its purpose shall be given at least fourteen [14] days prior to assembly in a newspaper of general circulation. (Accompanying this notice shall be a summary of the proposed action, the full text of the proposed amendment or alteration, and a statement of the purpose of the proposed changes. Proposed changes of these bylaws must be approved by majority vote of the members of the Council. Such changes must be approved by town meeting vote. If any part of these bylaws is in conflict with municipal bylaws or ordinances, those of the municipality shall have precedence.

## **ARTICLE XII -- OTHER PROVISIONS**

These bylaws become effective following an affirmative vote of a majority of the Council members present and Town Voter approval.

## **ATTACHMENT "A" -- BOARD COMMITTEES**

**Committees appointed as necessary by the COA**

The nominating committee recruits and nominates new COA board members, in conjunction with the Council on Aging. Among other duties, committee members shall:

- a. recruit, in conjunction with the Council, new board members;
- b. nominate Board members;
- c. oversee the nomination of board members and officers;
- d. maintain a roster of potential new members, (and the Council on Aging candidate forms);
- e. maintain a minimum of (three) members on each committee;
- f. arrange/provide orientation to new members, including dissemination of the open meeting law, "policies and procedures" (bylaws), town and Elder Affairs annual reports, recent newsletters [if applicable], budgets [include past, current, and proposed] current grant sources, in-kind and volunteer support, and handouts [e.g. "Program Manual", "alphabet soup," "Role of COAs," etc.].

The personnel committee supports staff and volunteer recruitment, training and support and recognition. Activities of the committee are:

- a. be cognizant of local municipal personnel policies and procedures;
- b. develop, for board review and approval, job descriptions for staff.
- c. develop, for board review and approval, job descriptions for volunteers (in conjunction with staff and the volunteers themselves);
- d. assist with developing performance criteria -- including measurable program objectives;
- e. help recruit and recommend the hiring of a Director;
- f. provide for staff [and volunteer] development and continuing education;
- g. review comparable agency staff salary and fringe benefits as part of the budget process; prepare reclassification documents, if required;
- h. to meet regularly/(as needed) with the Director and report to the Board on any personnel matters which might arise.

The legislative (advocacy) committee -- shall maintain an active interest in current legislation and proposed rules and regulations that may seriously affect the Council and/or the local senior population. This committee shall:

- a. be cognizant of state/federal legislation which would affect the health and well-being of seniors;
- b. research bills, acts, administrative proposals, ordinances or bylaws which could have a significant impact on elders, and report on same to the Council and the community-at-large;
- c. take an active role in formulating and recommending policy responses to proposed legislation;

- d. maintain contact with legislative and other advocacy groups and organizations, including state and regional associations of COAs.
- e. be cognizant of affairs relating to health, health insurance, consumer protection, financial assistance and other matters of major interest to seniors.

The finance/resource committee shall assist with the preparation of a budget for the COA, in conjunction with the director/coordinator. This committee shall:

- a. be mindful of current local budget considerations;
- b. investigate (/develop) public, private and private nonprofit support of the COA and its activities; see also revolving account(s) at Ch. 44, s. 53E 1/2;
- c. report on such affairs and make appropriate suggestions to the COA with respect to other relationships which might assist the Council in its mission.
- d. assist with the development and reporting of statistics relative to volunteer and in-kind services.

The Council may establish other committees to address issues such as transportation, nutrition, site/building maintenance, outreach, newsletter, long-range planning, executive, program development, hospitality, "Friends of...", etc. Each committee (shall have a written statement of purpose and functions, and) shall report regularly to the Council on Aging.

The Council may set up a non-voting affiliate membership or associate/advisory committee from local committees or organizations whose activities relate to the Council on Aging. Presiding officers or Chairs of recognized local senior citizen groups shall be eligible and strongly encouraged to participate as affiliate members/advisory committee members. [Other membership categories are possible, e.g. "Life," "Honorary" or other].

Liaison positions with the Board of Selectmen, Finance Committee, ASAP, AAA, "Friends of" and others. Need: regular (written) reports to the Council. Delegates shall be (appointed by board chair) selected by a majority of COA members.

**The Town Voted unanimously to PASS OVER Article 30.**

### **ARTICLE 31**

The Town voted unanimously to raise and appropriate the sum of Seven Thousand, Five Hundred Dollars and No Cents (\$7,500.00) for the purpose of purchasing space in the *Around Town* newsletter.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 32**

The Town voted unanimously to raise and appropriate the sum of Two Thousand Dollars and No Cents (\$2,000.00) to the continuing appropriation established for revaluation work by the Assessors.

SUBMITTED by the BOARD OF ASSESSORS  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 33**

The Town voted unanimously to raise and appropriate the sum of Two Thousand Dollars and No Cents (\$2,000.00) to the continuing appropriation established for the purpose of the valuation of the Northfield Mountain Pumped Storage Project – Hydro Electric Generating Facility.

SUBMITTED by the BOARD OF ASSESSORS  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 34**

The Town voted unanimously to transfer from unexpended fund balance (free cash), the sum of Ten Thousand Dollars and No Cents (\$10,000.00) to purchase a printer for the Assessors' office.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

## **ARTICLE 35 – ORIGINAL ARTICLE**

To see if the Town will vote to raise and appropriate the sum of Two Thousand, Two Hundred Dollars and No Cents (\$2,500.00) for the Audit Expense continuing appropriation, or take any other action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**Amendment:** To change the words “Two Thousand, Two Hundred Dollars” to “Two Thousand, Five Hundred Dollars”. Moved and Seconded. The amendment passed unanimously.

**Article 35 passed unanimously as amended.**

**ARTICLE 36**

The Town voted unanimously to authorize the Board of Selectmen to dispose of any Town property that was declared surplus by the Selectmen (or other departments of the Town).

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

**ARTICLE 37**

The Town voted unanimously to raise and appropriate the sum of Three Hundred Thousand Dollars and No Cents (\$300,000.00) for the Other Post Employment Benefits (OPEB) Liability Trust Fund.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL

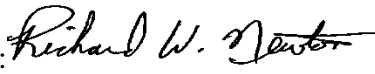
**ARTICLE 38**

The Town voted unanimously to raise and appropriate the sum of Eight Hundred Thirty-five Thousand, Seven Hundred Fifty-nine Dollars and No Cents (\$835,759.00) to the Stabilization Fund.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS APPROVAL  
2/3 vote required

87 registered voters attended this meeting.

The meeting was dissolved at 9:26 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

**COMMONWEALTH OF MASSACHUSETTS**  
**WILLIAM FRANCIS GALVIN**  
**SECRETARY OF THE COMMONWEALTH**

**SS.**

To the Constables of the Town of Erving

**GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

Precinct 1

Town Hall, 12 East Main Street

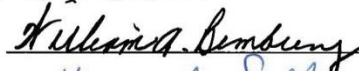

on **TUESDAY, THE NINTH DAY OF SEPTEMBER, 2014**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS.....	FOR THIS COMMONWEALTH
GOVERNOR.....	FOR THIS COMMONWEALTH
LIEUTENANT GOVERNOR.....	FOR THIS COMMONWEALTH
ATTORNEY GENERAL.....	FOR THIS COMMONWEALTH
SECRETARY OF STATE.....	FOR THIS COMMONWEALTH
TREASURER AND RECEIVER GENERAL.....	FOR THIS COMMONWEALTH
AUDITOR.....	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS.....	SECOND DISTRICT
COUNCILLOR.....	EIGHTH DISTRICT
SENATOR IN GENERAL COURT.....	HAMPSHIRE, FRANKLIN & WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT.....	SECOND FRANKLIN DISTRICT
DISTRICT ATTORNEY.....	NORTHWESTERN DISTRICT
REGISTER OF PROBATE.....	FRANKLIN COUNTY


Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 4th day of August, 2014.

Selectmen of the Town of Erving

Warrant poste by hand

 Constable      August 4, 2014.  
(Date)

Warrant must be posted by **September 2, 2014**, (at least seven days prior to the **September 9, 2014** State Primary).



**PRIMARY STATE ELECTION SEPTEMBER 9, 2014  
DEMOCRATIC RESULTS**

<b>OFFICE</b>	<b>VOTES</b>
<b>Senator In Congress – Vote For One</b>	
Edward J. Markey	87
Blanks	16
<b>TOTAL</b>	<b>103</b>
<b>Governor – Vote For One</b>	
Donald M. Berwick	32
Martha Coakley	42
Steven Grossman	27
Blanks	2
<b>TOTAL</b>	<b>103</b>
<b>Lieutenant Governor – Vote For One</b>	
Leland Cheung	20
Stephen J. Kerrigan	61
Michael E. Lake	9
Blanks	13
<b>TOTAL</b>	<b>103</b>
<b>Attorney General – Vote For One</b>	
Maura Healey	77
Warren E. Tolman	20
Blanks	6
<b>TOTAL</b>	<b>103</b>
<b>Secretary Of State – Vote For One</b>	
William Frances Galvin	87
Blanks	16
<b>TOTAL</b>	<b>103</b>
<b>Treasurer – Vote For One</b>	
Thomas P. Conroy	25
Barry R. Fingold	40
Deborah B. Goldberg	25
Others	1
Blanks	12
<b>TOTAL</b>	<b>103</b>
<b>Auditor – Vote For One</b>	
Suzanne M. Bump	86
Blanks	17
<b>TOTAL</b>	<b>103</b>

**PRIMARY STATE ELECTION SEPTEMBER 9, 2014  
DEMOCRATIC RESULTS**

<b>OFFICE</b>	<b>VOTES</b>
<b>Representative In Congress – Vote For One</b>	
James P. McGovern	86
Blanks	17
<b>TOTAL</b>	<b>103</b>
<b>Councillor – Vote For One</b>	
Michael J. Albano	80
Blanks	23
<b>TOTAL</b>	<b>103</b>
<b>Senator In General Court – Vote For One</b>	
Stanley C. Rosenberg	92
Blanks	11
<b>TOTAL</b>	<b>103</b>
<b>Representative In General Court - Vote For One</b>	
Denise Andrews	85
Others	2
Blanks	16
<b>TOTAL</b>	<b>103</b>
<b>District Attorney – Vote For One</b>	
David E. Sullivan	88
Blanks	15
<b>TOTAL</b>	<b>103</b>
<b>Register Of Probate – Vote For One</b>	
John F. Merrigan	92
Blanks	11
<b>TOTAL</b>	<b>103</b>

**PRIMARY STATE ELECTION SEPTEMBER 9, 2014  
REPUBLICAN RESULTS**

<b>OFFICE</b>	<b>VOTES</b>
<b>Senator In Congress – Vote For One</b>	
Brian J. Herr	49
Blanks	19
<b>TOTAL</b>	<b>68</b>
<b>Governor – Vote For One</b>	
Charles D. Baker	39
Mark R. Fisher	27
Blanks	2
<b>TOTAL</b>	<b>68</b>
<b>Lieutenant Governor – Vote For One</b>	
Karyn E. Polito	54
Blanks	14
<b>TOTAL</b>	<b>68</b>
<b>Attorney General – Vote For One</b>	
John B. Miller	52
Blanks	16
<b>TOTAL</b>	<b>68</b>
<b>Secretary Of State – Vote For One</b>	
David D'Arcangelo	51
Blanks	17
<b>TOTAL</b>	<b>68</b>
<b>Treasurer – Vote For One</b>	
Michael James Heffernan	50
Blanks	18
<b>TOTAL</b>	<b>68</b>
<b>Auditor – Vote For One</b>	
Patyricia S. Saint Aubin	47
Blanks	21
<b>TOTAL</b>	<b>68</b>
<b>Representative In Congress – Vote For One</b>	
Others	2
Blanks	66
<b>TOTAL</b>	<b>68</b>

**PRIMARY STATE ELECTION SEPTEMBER 9, 2014  
REPUBLICAN RESULTS**

<b>OFFICE</b>	<b>VOTES</b>
<b>Councillor – Vote For One</b>	
Others	2
Blanks	66
<b>TOTAL</b>	<b>68</b>
<b>Senator In General Court – Vote For One</b>	
Others	3
Blanks	65
<b>TOTAL</b>	<b>68</b>
<b>Representative In General Court - Vote For One</b>	
Karen R. Anderson	42
Susannah M. Whipps Lee	25
Blanks	1
<b>TOTAL</b>	<b>68</b>
<b>District Attorney – Vote For One</b>	
Others	2
Blanks	66
<b>TOTAL</b>	<b>68</b>
<b>Register Of Probate – Vote For One</b>	
Others	3
Blanks	65
<b>TOTAL</b>	<b>68</b>

**COMMONWEALTH OF MASSACHUSETTS  
COUNTY OF FRANKLIN**

**SPECIAL TOWN MEETING  
September 15, 2014**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Town Hall, 12 East Main Street, Erving, Massachusetts, on Monday September 15, 2014, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:06 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

**ARTICLE 1**

The Town voted unanimously to transfer funds from three continuing appropriations...

From:

1. "Emergency Generator –Senior Center" (#01-192-904-57800) the sum of Ten Thousand, Four Hundred Fifty-five Dollars and Forty-nine Cents (\$10,455.49)
2. "Emergency Generator –Town Hall and Fire Hall #1" (#01-192-907-57800) the sum of Fourteen Thousand, Forty-five Dollars and Eighty-three Cents (\$14,045.83)
3. "Legal Counsel-Route 2 Relocation" (#01-122-901-53000) the sum of Four Thousand, Five Hundred Forty-five Dollars and Thirty-seven Cents (\$4,545.37)

To:

A new continuing appropriation for mothballing, professional services, engineering, and planning expenses at the former International Paper site on Paper Mill Road. The combined transfers total \$29,046.69.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

## **ARTICLE 2**

The Town voted unanimously to transfer...

From:

The Economic Development/Infrastructure Improvement continuing appropriation (#01-182-901-57800) the sum of Ninety-one Thousand, Five Hundred Eight-five Dollars and No Cents (\$91,585.00)

To:

The continuing appropriation titled Highway Ford F550 Truck (#01-429-904-57800) for the purpose of purchasing a 2014 or 2015 Ford F550 truck and other accessories for the Highway Department.

SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS

## **ARTICLE 3**

The Town voted unanimously to transfer...

From:

The Economic Development/Infrastructure Improvement continuing appropriation (#01-182-901-57800) the sum of Forty-five Thousand Dollars and No Cents (\$45,000.00)

To:

The continuing appropriation titled Highway Road Work & Improvements (#01-422-906-57800) to complete the road job on Church Street and North Street.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

#### **ARTICLE 4**

The Town voted unanimously to transfer...

From:

The Usher Plant Demolition continuing appropriation (#01-192-906-57800) the sum of Five Thousand Dollars and No Cents (\$5,000.00)

To:

A new continuing appropriation for invasive vegetation control and brush/tree cleanup at the Usher site on Arch Street and Crescent Street, or take any other action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

#### **ARTICLE 5 – ORIGINAL ARTICLE**

To see if the Town will vote to transfer...

From:

The Usher Plant Demolition continuing appropriation (#01-192-906-57800) the sum of Sixty Thousand Dollars and No Cents (\$60,000.00)

To:

A new continuing appropriation for the repair and renovation of the chimney on the boiler room building at the Usher site on Arch Street, or take any other action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE MAKES NO RECOMMENDATION

After much discussion, it was moved and seconded to pass over this article. A hand count was taken 16 YES to 17 NO, therefore the article was not passed over.

**Article 5 was defeated by majority on a hand count of 16 YES to 17 NO.**

## **ARTICLE 6**

The Town voted unanimously to transfer from two continuing appropriations...

From:

1. "Relocation Expense/Administrative Coordinator" (#01-122-901-57800) the sum of Two Thousand, Five Hundred Dollars and No Cents (\$2,500.00)
2. "Legal Counsel-Route 2 Relocation" (#01-122-901-53000) the sum of Two Thousand, Five Hundred Dollars and No Cents (\$2,500.00)

To:

The continuing appropriation titled Pearl B. Care Historical Building Enhancements (#01-192-902-57800) for continuing improvements to the museum. The combined transfers total \$5,000.00.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

## **ARTICLE 7**

The Town voted unanimously to transfer...

From:

"Tax Title Foreclosure" continuing appropriation (#01-158-901-53000) a sum of Four Thousand, Five Hundred Dollars and No Cents (\$4,500.00)

To:

FY15 budget line titled "Election Expense" (#01-163-200-57800) for costs associated with a Special Town Election to be held on October 7, 2014 to elect a Select Board member.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

## **ARTICLE 8**

The Town voted unanimously to transfer from two continuing appropriations...

From:

1. "Legal Counsel-Route 2 Relocation" (#01-122-901-53000) the sum of One Thousand, Nine Hundred Two Dollars and Sixty-five Cents (\$1,902.65)



2. "Economic Development/Infrastructure Improvement" (#01-182-901-57800) the sum of Ten Thousand, Nine Hundred Thirty-two Dollars and Thirty-five Cents (\$10,932.35)

To:

A new continuing appropriation for specialized landscape services on Town properties. The combined transfers total \$12,835.00.


SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

#### **ARTICLE 9**

The Town voted unanimously to enter into a ten year inter municipal agreement with the Town of Montague for the treatment of Montague wastewater at Erving's wastewater treatment plant. Average annual payments to Erving over the contract period are estimated to be around \$200,000.00. The full agreement is available for inspection in the Erving Town Clerk's office.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS

36 registered voters attended this meeting. The meeting was dissolved at 8:48 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

**SPECIAL TOWN ELECTION**

**TUESDAY OCTOBER 7, 2014**

To either of the Constables of the Town of Erving:

Greetings: In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Erving, qualified to vote in town affairs to meet in the meeting room at the Town Hall in Erving Center on Tuesday October 7, 2014, at 10:00 AM then and there to bring in their votes for the following town office:


One Selectman for two years.

The polls will close at 8:00PM.

Constables... in addition, you are hereby directed to serve the above warrant. Post attested copies, as directed by vote of the Town at least fourteen days before said meeting. Fail not, and make due return of this warrant with your doings thereon to the Town Clerk on the day of said meeting.

Given under our hands this 4th day of August 2014.

  
William A. Bembury

  
Margaret A. Sullivan

**Erving Board of Selectmen**

**FRANKLIN SS**

**TOWN OF ERVING**

I have served the above warrant by posting up attested copies, as directed by vote of the Town, at least seven days before time of holding said meeting.

August 4, 2014  
Date

  
Erving Constable

**2014 TOWN SPECIAL ELECTION RESULTS**  
**OFFICE** **VOTES**

**Selectman – 2 Years**

George Moonlight Davis	2
Scott A. Fritz	82
Arthur D. Johnson	131
Others	8
<b>Total</b>	<b>223</b>

**COMMONWEALTH OF MASSACHUSETTS  
COUNTY OF FRANKLIN**

**SPECIAL TOWN MEETING  
Monday November 3, 2014**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Elementary School, 28 Northfield Road, Erving, Massachusetts, on Monday November 3, 2014, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:04 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

**ARTICLE 1 – ORIGINAL ARTICLE**

To see if the Town will vote to petition the Legislature to adopt a special act to provide for the recall of local officials in the Town of Erving, as follows, or take any other action relative thereto.

**An Act Providing for Recall Elections in the Town of Erving**

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. Any holder of an elective office in the Town of Erving may be recalled and removed therefrom by the qualified voters of the same, as follows:

Section 2. One hundred or more registered voters may initiate a recall petition by filing with the town clerk an affidavit containing the name of the officer and the office held whose recall is sought and a statement of the grounds of recall. Upon certification by the town clerk, the town clerk shall, within two business days, deliver to the voter first named on such affidavit, a sufficient number of copies of petition blanks demanding such recall. The blanks shall be issued by the town clerk with the town clerk's signature and official seal attached thereto; they shall be dated and addressed to the board of selectmen; shall contain the name of the person whose recall is sought, the office from which recall is sought, the grounds for recall as stated in the affidavit, and shall demand the election of a successor to such office. A copy of the petition shall be entered in a record book to be kept in the office of the town clerk. The recall petition shall be returned and filed with the town clerk within twenty days following the date of issuance of said petition. Said recall petition shall be signed by at least twenty percent of the registered voters in said town, and to every signature shall be added the place of residence of the signer, giving the street and number. The town clerk shall, within two business days following the date of such filing, submit the recall petition to the board of registrars of voters, who shall within five business days after the day of receipt, certify in writing thereon the number of signatures which are names of voters in said town as of the date such affidavit was filed with the town clerk. The board of registrars shall, upon completion of its certification, return the petition to the town clerk.

Section 3. If the petition shall be found and certified by said town clerk to be sufficient, he shall submit the same with his certificate thereon to said selectmen without delay, and said selectmen shall forthwith give to said elected officer whose recall is being sought, written notice of the receipt of said certificate and shall, if the officer sought to be removed does not resign with five days thereafter, thereupon order a recall election to be held not less than sixty nor more than ninety days after the date of town clerk's certificate that a sufficient petition has been filed; provided however, that if any other town election is

to occur within one hundred days after the date of said certificate, the selectmen may, in their discretion postpone the holding of the removal election to the date of such other election. If a vacancy occurs in said office after a recall election has been ordered, the election shall nevertheless proceed as herein provided.

Section 4. Any officer sought to be recalled may be a candidate to succeed himself, and unless he requests otherwise in writing, said town clerk shall place his name on the official ballot without nomination. The nomination of other candidates, the publication of the warrant for the recall election, and the conduct of the same, shall all be in accordance with the provisions of law relating to election, unless otherwise provided in this act.

Section 5. The incumbent shall continue to perform the duties of his office until the recall election. If the recall fails, or if the incumbent is re-elected, he shall continue in the office for the remainder of his unexpired term, subject to the recall as before, except as provided in this act. If not re-elected in the recall election, he shall be deemed removed upon the qualification of his successor, who shall hold office during the unexpired term. If the successor fails to qualify within five days after receiving notification of his election, the incumbent shall thereupon be deemed removed and the office vacant.

Section 6. Ballots used in a recall election in said town shall submit the following proposition in the order indicated: For the recall of (name of officer) (office held) against the recall of (name of officer) (office held) immediately at the right of each proposition there shall be a square in which the voter by making a cross mark (X) may vote for either of such propositions. Just above said squares, there shall appear the direction "Vote for one". Under the proposition shall appear the word "Candidates" and the direction "Vote for one" and beneath this the names of candidates nominated as hereinbefore provided. In case of machine voting or punch card balloting, or other forms of balloting, appropriate provisions shall be made to allow the same intent of the voter. If a majority of the votes cast on the recall question is in the affirmative, then the candidate who received the highest number of votes of the special election to the vacancy shall be elected. If a majority of the votes cast on the recall question is in the negative, the ballot for the candidates to fill the potential vacancy need not be counted.

Section 7. No recall petition shall be filed against an officer of said town within six months after he takes office, nor, in the case of an officer subjected to recall election and not removed thereby, until at least six months after the election at which his recall was submitted by the voters.

Section 8. No person who has been recalled from an office or who has resigned from office while recall proceedings were pending against that person, shall be appointed to any town office within two years after such removal by recall or resignation.

Section 9. This act shall take effect upon its passage

#### SUBMITTED by PETITION

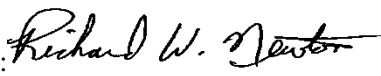
**Amendment:** To add the following language at the very end of Section 1: "for the reasons of: 1. Lack of Fitness 2. Neglecting to attend elected office board meetings 3. Incompetence 4. Neglect of duties 5. Corruption 6. Malfeasance 7. Violation of Oath of Office Discretionary performance of a lawful act or a prescribed duty shall not constitute a reason for recall of an elected official." Moved and Seconded. The amendment was defeated by a hand count vote 33 YES and 44 NO.

**Amendment:** To change the words in Section 2 from "within two business days" to "within seven business days." Moved and Seconded. The amendment passed unanimously.

**Article 1 as amended passed by majority 41 YES 37 NO.**

81 registered voters attended this meeting.

The meeting was dissolved at 8:12 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk

**COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH**

**WARRANT FOR STATE ELECTION**

**SS.**

To the Constables of the City/Town of Erving

**GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in the State Election to vote at

Precinct 1  
Town Hall, 12 East Main Street

on **TUESDAY, THE FOURTH DAY OF NOVEMBER, 2014**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

SENATOR IN CONGRESS ..... FOR THIS COMMONWEALTH  
GOVERNOR AND LIEUTENANT GOVERNOR.. FOR THIS COMMONWEALTH  
ATTORNEY GENERAL..... FOR THIS COMMONWEALTH  
SECRETARY OF STATE..... FOR THIS COMMONWEALTH  
TREASURER ..... FOR THIS COMMONWEALTH  
AUDITOR..... FOR THIS COMMONWEALTH  
REPRESENTATIVE IN CONGRESS ..... SECOND DISTRICT  
COUNCILLOR ..... EIGHTH DISTRICT  
SENATOR IN GENERAL COURT ..... HAMPSHIRE, FRANKLIN & WORCESTER DISTRICT  
REPRESENTATIVE IN GENERAL COURT ..... SECOND FRANKLIN DISTRICT  
DISTRICT ATTORNEY ..... NORTHWESTERN DISTRICT  
REGISTER OF PROBATE ..... FRANKLIN COUNTY  
COUNCIL OF GOVERNMENTS  
EXECUTIVE COMMITTEE..... FRANKLIN COUNTY

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

**SUMMARY**

This proposed law would eliminate the requirement that the state's gasoline tax, which was 24 cents per gallon as of September 2013, (1) be adjusted every year by the percentage change in the Consumer Price Index over the preceding year, but (2) not be adjusted below 21.5 cents per gallon.

**A YES VOTE** would eliminate the requirement that the state's gas tax be adjusted annually based on the Consumer Price Index.

**A NO VOTE** would make no change in the laws regarding the gas tax.

**QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

**SUMMARY**

This proposed law would expand the state's beverage container deposit law, also known as the Bottle Bill, to require

deposits on containers for all non-alcoholic non-carbonated drinks in liquid form intended for human consumption, except beverages primarily derived from dairy products, infant formula, and FDA approved medicines. The proposed law would not cover containers made of paper-based biodegradable material and aseptic multi-material packages such as juice boxes or pouches.

The proposed law would require the state Secretary of Energy and Environmental Affairs (EEA) to adjust the container deposit amount every five years to reflect (to the nearest whole cent) changes in the consumer price index, but the value could not be set below five cents.

The proposed law would increase the minimum handling fee that beverage distributors must pay dealers for each properly returned empty beverage container, which was 2¼ cents as of September 2013, to 3½ cents. It would also increase the minimum handling fee that bottlers must pay distributors and dealers for each properly returned empty reusable beverage container, which was 1 cent as of September 2013, to 3½ cents. The Secretary of EEA would review the fee amounts every five years and make appropriate adjustments to reflect changes in the consumer price index as well as changes in the costs incurred by redemption centers. The proposed law defines a redemption center as any business whose primary purpose is the redemption of beverage containers and that is not ancillary to any other business.

The proposed law would direct the Secretary of EEA to issue regulations allowing small dealers to seek exemptions from accepting empty deposit containers. The proposed law would define small dealer as any person or business, including the operator of a vending machine, who sells beverages in beverage containers to consumers, with a contiguous retail space of 3,000 square feet or less, excluding office and stock room space; and fewer than four locations under the same ownership in the Commonwealth. The proposed law would require that the regulations consider at least the health, safety, and convenience of the public, including the distribution of dealers and redemption centers by population or by distance or both.

The proposed law would set up a state Clean Environment Fund to receive certain unclaimed container deposits. The Fund would be used, subject to appropriation by the state Legislature, to support programs such as the proper management of solid waste, water resource protection, parkland, urban forestry, air quality and climate protection.

The proposed law would allow a dealer, distributor, redemption center or bottler to refuse to accept any beverage container that is not marked as being refundable in Massachusetts.

The proposed law would take effect on April 22, 2015.

**A YES VOTE** would expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

**A NO VOTE** would make no change in the laws regarding beverage container deposits.

### **QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

#### **SUMMARY**

This proposed law would (1) prohibit the Massachusetts Gaming Commission from issuing any license for a casino or other gaming establishment with table games and slot machines, or any license for a gaming establishment with slot machines; (2) prohibit any such casino or slots gaming under any such licenses that the Commission might have issued before the proposed law took effect; and (3) prohibit wagering on the simulcasting of live greyhound races.

The proposed law would change the definition of "illegal gaming" under Massachusetts law to include wagering on the simulcasting of live greyhound races, as well as table games and slot machines at Commission-licensed casinos, and slot machines at other Commission-licensed gaming establishments. This would make those types of gaming subject to existing state laws providing criminal penalties for, or otherwise regulating or prohibiting, activities involving illegal gaming.



The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

**A NO VOTE** would make no change in the current laws regarding gaming.

#### **QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

#### **SUMMARY**

This proposed law would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Employees who work for employers having eleven or more employees could earn and use up to 40 hours of paid sick time per calendar year, while employees working for smaller employers could earn and use up to 40 hours of unpaid sick time per calendar year.

An employee could use earned sick time if required to miss work in order (1) to care for a physical or mental illness, injury or medical condition affecting the employee or the employee's child, spouse, parent, or parent of a spouse; (2) to attend routine medical appointments of the employee or the employee's child, spouse, parent, or parent of a spouse; or (3) to address the effects of domestic violence on the employee or the employee's dependent child. Employees would earn one hour of sick time for every 30 hours worked, and would begin accruing those hours on the date of hire or on July 1, 2015, whichever is later. Employees could begin to use earned sick time on the 90th day after hire.

The proposed law would cover both private and public employers, except that employees of a particular city or town would be covered only if, as required by the state constitution, the proposed law were made applicable by local or state legislative vote or by appropriation of sufficient funds to pay for the benefit. Earned paid sick time would be compensated at the same hourly rate paid to the employee when the sick time is used.

Employees could carry over up to 40 hours of unused sick time to the next calendar year, but could not use more than 40 hours in a calendar year. Employers would not have to pay employees for unused sick time at the end of their employment. If an employee missed work for a reason eligible for earned sick time, but agreed with the employer to work the same number of hours or shifts in the same or next pay period, the employee would not have to use earned sick time for the missed time, and the employer would not have to pay for that missed time. Employers would be prohibited from requiring such an employee to work additional hours to make up for missed time, or to find a replacement employee.

Employers could require certification of the need for sick time if an employee used sick time for more than 24 consecutively scheduled work hours. Employers could not delay the taking of or payment for earned sick time because they have not received the certification. Employees would have to make a good faith effort to notify the employer in advance if the need for earned sick time is foreseeable.

Employers would be prohibited from interfering with or retaliating based on an employee's exercise of earned sick time rights, and from retaliating based on an employee's support of another employee's exercise of such rights.

The proposed law would not override employers' obligations under any contract or benefit plan with more generous provisions than those in the proposed law. Employers that have their own policies providing as much paid time off, usable for the same purposes and under the same conditions, as the proposed law would not be required to provide additional paid sick time.

The Attorney General would enforce the proposed law, using the same enforcement procedures applicable to other state wage laws, and employees could file suits in court to enforce their earned sick time rights. The Attorney General would have to prepare a multilingual notice regarding the right to earned sick time, and employers would be required to post the

notice in a conspicuous location and to provide a copy to employees. The state Executive Office of Health and Human Services, in consultation with the Attorney General, would develop a multilingual outreach program to inform the public of the availability of earned sick time.

The proposed law would take effect on July 1, 2015, and states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

**A NO VOTE** would make no change in the laws regarding earned sick time.

**QUESTION 5 - NOT BINDING:**

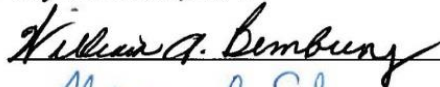

Shall the state senator from this district be instructed to vote in favor of legislation that would prohibit candidates for state or local office from taking campaign contributions from industries regulated by such offices; regulate campaign spending by corporations; require increased disclosure of contributions to, and spending by, groups unaffiliated with candidates or political parties; provide voters with a tax rebate to make contributions to their preferred candidates; prohibit elected officials and their senior staff from negotiating a future job while in office and engaging in any lobbying activity for five years once they leave office; and increase penalties for candidates and groups that violate campaign finance laws?

**QUESTION 6 - NOT BINDING:**

Shall the state representative from this district be instructed to vote in favor of legislation that would allow the state to regulate and tax marijuana in the same manner as alcohol?

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.


Given under our hands this 6<sup>th</sup> day of October, 2014.

Selectmen of Town of Erving

*By Hand*

(Indicate method of service of warrant.)

  
Constable

*October 6*, 2014.  
(month and day)

Warrant must be posted by **October 28, 2014**, (at least *seven days* prior to the **November 4, 2014** State Election).

## STATE ELECTION RESULTS NOVEMBER 4, 2014

OFFICE	VOTES
<b>Senator In Congress – Vote For One</b>	
Edward J. Markey	334
Brian J. Herr	170
Blanks	14
<b>TOTAL</b>	<b>519</b>
<b>Governor and Lieutenant Governor – Vote For One</b>	
Baker and Polito	207
Coakley and Kerrigan	246
Falchuck and Jennings	48
Lively and Saunders	9
McCormick and Post	3
Others	1
Blanks	5
<b>TOTAL</b>	<b>519</b>
<b>Attorney General – Vote For One</b>	
Maura Healey	338
John B. Miller	165
Blanks	16
<b>TOTAL</b>	<b>519</b>
<b>Secretary Of State – Vote For One</b>	
William Frances Galvin	354
David D'Arcangelo	131
Daniel L. Factor	26
Blanks	8
<b>TOTAL</b>	<b>519</b>
<b>Treasurer – Vote For One</b>	
Deborah B. Goldberg	304
Michael James Heffernan	167
Ian T. Jackson	29
Others	1
Blanks	18
<b>TOTAL</b>	<b>519</b>
<b>Auditor – Vote For One</b>	
Suzanne M. Bump	312
Patricia S. Saint Aubin	155
MK Merelice	22
Others	1
Blanks	29
<b>TOTAL</b>	<b>519</b>

## STATE ELECTION RESULTS NOVEMBER 4, 2014

OFFICE	VOTES
<b>Representative In Congress – Vote For One</b>	
James P. McGovern	422
Others	5
Blanks	92
<b>TOTAL</b>	<b>519</b>
<b>Councillor – Vote For One</b>	
Michael J. Albano	409
Others	5
Blanks	105
<b>TOTAL</b>	<b>519</b>
<b>Senator In General Court – Vote For One</b>	
Stanley C. Rosenberg	432
Others	4
Blanks	83
<b>TOTAL</b>	<b>519</b>
<b>Representative In General Court - Vote For One</b>	
Denise Andrews	281
Susannah M. Whipps Lee	221
Karen Anderson	1
Blanks	2
<b>TOTAL</b>	<b>519</b>
<b>District Attorney – Vote For One</b>	
David E. Sullivan	420
Others	4
Blanks	95
<b>TOTAL</b>	<b>519</b>
<b>Register Of Probate – Vote For One</b>	
John F. Merrigan	398
Others	3
Blanks	118
<b>TOTAL</b>	<b>519</b>
<b>Council of Government Executive Committee – Vote For One</b>	
Bill Perlman	398
Others	3
Blanks	118
<b>TOTAL</b>	<b>519</b>

**Question 1: Law Proposed By Initiative Petition**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2014?

**SUMMARY**

This proposed law would eliminate the requirement that the state's gasoline tax, which was 24 cents per gallon as of September 2013, (1) be adjusted every year by the percentage change in the Consumer Price Index over the preceding year, but (2) not be adjusted below 21.5 cents per gallon.

*A YES VOTE* would eliminate the requirement that the state's gas tax be adjusted annually based on the Consumer Price Index.

*A NO VOTE* would make no change in the laws regarding the gas tax.

YES	276
NO	224
Blanks	19
<b>TOTAL</b>	<b>519</b>

**Question 2: Law Proposed By Initiative Petition**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2014?

**SUMMARY**

This proposed law would expand the state's beverage container deposit law, also known as the Bottle Bill, to require deposits on containers for all non-alcoholic non-carbonated drinks in liquid form intended for human consumption, except beverages primarily derived from dairy products, infant formula, and FDA approved medicines. The proposed law would not cover containers made of paper-based biodegradable material and aseptic multi-material packages such as juice boxes or pouches.

The proposed law would require the state Secretary of Energy and Environmental Affairs (EEA) to adjust the container deposit amount every five years to reflect (to the nearest whole cent) changes in the consumer price index, but the value could not be set below five cents.

The proposed law would increase the minimum handling fee that beverage distributors must pay dealers for each properly returned empty beverage container, which was 2¼ cents as of September 2013, to 3½ cents. It would also increase the minimum handling fee that bottlers must pay distributors and dealers for each properly returned empty reusable beverage container, which was 1 cent as of September 2013, to 3½ cents. The Secretary of EEA would review the fee amounts every five years and make appropriate adjustments to reflect changes in the consumer price index as well as changes in the costs incurred by redemption centers. The proposed law defines a redemption center as any business whose primary purpose is the redemption of beverage containers and that is not ancillary to any other business.

The proposed law would direct the Secretary of EEA to issue regulations allowing small dealers to seek exemptions from accepting empty deposit

containers. The proposed law would define small dealer as any person or business, including the operator of a vending machine, who sells beverages in beverage containers to consumers, with a contiguous retail space of 3,000 square feet or less, excluding office and stock room space; and fewer than four locations under the same ownership in the Commonwealth. The proposed law would require that the regulations consider at least the health, safety, and convenience of the public, including the distribution of dealers and redemption centers by population or by distance or both.

The proposed law would set up a state Clean Environment Fund to receive certain unclaimed container deposits. The Fund would be used, subject to appropriation by the state Legislature, to support programs such as the proper management of solid waste, water resource protection, parkland, urban forestry, air quality and climate protection.

The proposed law would allow a dealer, distributor, redemption center or bottler to refuse to accept any beverage container that is not marked as being refundable in Massachusetts.

The proposed law would take effect on April 22, 2015.

**A YES VOTE** would expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

**A NO VOTE** would make no change in the laws regarding beverage container deposits.

YES	139
NO	376
Blanks	4
<b>TOTAL</b>	<b>519</b>

### **Question 3: Law Proposed By Initiative Petition**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2014?

## SUMMARY

This proposed law would (1) prohibit the Massachusetts Gaming Commission from issuing any license for a casino or other gaming establishment with table games and slot machines, or any license for a gaming establishment with slot machines; (2) prohibit any such casino or slots gaming under any such licenses that the Commission might have issued before the proposed law took effect; and (3) prohibit wagering on the simulcasting of live greyhound races.

The proposed law would change the definition of “illegal gaming” under Massachusetts law to include wagering on the simulcasting of live greyhound races, as well as table games and slot machines at Commission-licensed casinos, and slot machines at other Commission-licensed gaming establishments. This would make those types of gaming subject to existing state laws providing criminal penalties for, or otherwise regulating or prohibiting, activities involving illegal gaming.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

**A NO VOTE** would make no change in the current laws regarding gaming.

YES	146
NO	363
Blanks	10
<b>TOTAL</b>	<b>519</b>

## Question 4: Law Proposed By Initiative Petition

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 2014?

## SUMMARY

This proposed law would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Employees who work for employers having eleven or more employees could earn and use up to 40 hours of paid sick time per calendar year, while employees working for smaller employers could earn and use up to 40 hours of unpaid sick time per calendar year.

An employee could use earned sick time if required to miss work in order (1) to care for a physical or mental illness, injury or medical condition affecting the employee or the employee’s child, spouse, parent, or parent of a spouse; (2) to attend routine medical appointments of the employee or the employee’s child, spouse, parent, or parent of a spouse; or (3) to address the effects of domestic violence on the employee or the employee’s dependent child. Employees would earn one hour of sick time for every 30 hours worked, and would begin accruing those hours on the date of hire or on July 1, 2015, whichever is later. Employees could begin to use earned sick time on the 90th day after hire.

The proposed law would cover both private and public employers, except

that employees of a particular city or town would be covered only if, as required by the state constitution, the proposed law were made applicable by local or state legislative vote or by appropriation of sufficient funds to pay for the benefit. Earned paid sick time would be compensated at the same hourly rate paid to the employee when the sick time is used.

Employees could carry over up to 40 hours of unused sick time to the next calendar year, but could not use more than 40 hours in a calendar year. Employers would not have to pay employees for unused sick time at the end of their employment. If an employee missed work for a reason eligible for earned sick time, but agreed with the employer to work the same number of hours or shifts in the same or next pay period, the employee would not have to use earned sick time for the missed time, and the employer would not have to pay for that missed time. Employers would be prohibited from requiring such an employee to work additional hours to make up for missed time, or to find a replacement employee.

Employers could require certification of the need for sick time if an employee used sick time for more than 24 consecutively scheduled work hours. Employers could not delay the taking of or payment for earned sick time because they have not received the certification. Employees would have to make a good faith effort to notify the employer in advance if the need for earned sick time is foreseeable.

Employers would be prohibited from interfering with or retaliating based on an employee's exercise of earned sick time rights, and from retaliating based on an employee's support of another employee's exercise of such rights.

The proposed law would not override employers' obligations under any contract or benefit plan with more generous provisions than those in the proposed law. Employers that have their own policies providing as much paid time off, usable for the same purposes and under the same conditions, as the proposed law would not be required to provide additional paid sick time.

The Attorney General would enforce the proposed law, using the same enforcement procedures applicable to other state wage laws, and employees could file suits in court to enforce their earned sick time rights. The Attorney General would have to prepare a multilingual notice regarding the right to earned sick time, and employers would be required to post the notice in a conspicuous location and to provide a copy to employees. The state Executive Office of Health and Human Services, in consultation with the Attorney General, would develop a multilingual outreach program to inform the public of the availability of earned sick time.

The proposed law would take effect on July 1, 2015, and states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

**A NO VOTE** would make no change in the laws regarding earned sick time.

YES	312
NO	194
Blanks	13
<b>TOTAL</b>	<b>519</b>



**Question 5: Not Binding**

Shall the state senator from this district be instructed to vote in favor of legislation that would prohibit candidates for state or local office from taking campaign contributions from industries regulated by such offices; regulate campaign spending by corporations; require increased disclosure of contributions to, and spending by, groups unaffiliated with candidates or political parties; provide voters with a tax rebate to make contributions to their preferred candidates; prohibit elected officials and their senior staff from negotiating a future job while in office and engaging in any lobbying activity for five years once they leave office; and increase penalties for candidates and groups that violate campaign finance laws?

YES	364
NO	102
Blanks	53
<b>TOTAL</b>	<b>519</b>

**Question 6: Not Binding**

Shall the state representative from this district be instructed to vote in favor of legislation that would allow the state to regulate and tax marijuana in the same manner as alcohol?

YES	350
NO	123
Blanks	46
<b>TOTAL</b>	<b>519</b>

**COMMONWEALTH OF MASSACHUSETTS  
COUNTY OF FRANKLIN**

**SPECIAL TOWN MEETING  
November 24, 2014**

Pursuant to a warrant signed by the Erving Selectmen and duly posted, as directed by the vote of the Town, the legal voters met in the Erving Town Hall, 12 East Main Street, Erving, Massachusetts, on Monday November 24, 2014, at 7:00 p.m. and conducted the following business. The meeting was called to order by Moderator Richard K. Peabody at 7:05 p.m. who noted that a quorum was present. The Moderator read the call and the Officer's return, and lead the body in the Pledge of Allegiance to the Flag.

**ARTICLE 1**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Sixty Thousand Dollars and No Cents (\$60,000.00) to purchase two generators to replace the generator at the wastewater pump station on Arch Street and to replace the generator at the wastewater pump station on River Street.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

**ARTICLE 2**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Ten Thousand Dollars and No Cents (\$10,000.00) to a new continuing appropriation to provide high speed internet/broadband service to the Highway Garage/Wastewater Treatment Plant.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

**ARTICLE 3**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Five Thousand, Three Hundred Fifteen Dollars and No Cents (\$5,315.00) to the Cruiser Video Cam continuing appropriation (01-210-904-57800) to purchase a police cruiser camera system.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 4**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Five Thousand Dollars and No Cents (\$5,000.00) to the Pearl B. Care Historic Museum continuing appropriation (01-192-902-57800) for building improvements.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 5**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Four Thousand, Twenty-five Dollars and No Cents (\$4,025.00) to a new continuing appropriation for a 12 gauge steel carport to be installed at the Senior/Community Center.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 6**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Ten Thousand Dollars and No Cents (\$10,000.00) to a new continuing appropriation to maintain/remove/replace trees.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 7**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of One Hundred Twenty-five Thousand Dollars and No Cents (\$125,000.00) to pay the costs associated with the Board of Assessors defense of the Town's assessment for any and all property in the Town including legal fees, expert witness fees and any other costs required to be paid to effect the purposes of this article.

SUBMITTED by the BOARD OF ASSESSORS  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 8 – ORIGINAL ARTICLE**

To see if the Town will vote to transfer from unexpended fund balance (free cash) the sum of One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00) to a new continuing appropriation for securing entry, improving site safety, and providing necessary maintenance at the former IP Mill, or take any other action relative thereto.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE DOES NOT RECOMMEND – Unanimous vote

**Amendment:** To replace the words “One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00)” with “Sixty Three Thousand Five Hundred Seventeen Dollars and Eighty Cents (\$63,517.80) and to transfer from Account 01-192-906-57800 the sum of Eighty Six Thousand Four Hundred Eighty Two Dollars and Twenty Cents (\$86,482.20)”. Moved and Seconded. The amendment passed by majority.

**Article 8 passed unanimously as amended.**

## **ARTICLE 9**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Sixty-five Thousand Dollars and No Cents (\$65,000.00) to a new continuing appropriation to fund a market feasibility/infrastructure study at the former IP Mill.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

## **ARTICLE 10**

The Town voted unanimously to authorize the Select Board to take by eminent domain, accept by gift, or otherwise acquire certain land of Erving Realty Corporation, all its rights, title and interest in two parcels of land, located in Erving, Franklin County, Massachusetts, more particularly bounded and described as follows more particular described as follows for the benefit of the public:

### **FIRST PARCEL**

BEGINNING at the northeasterly corner thereof at an iron pipe at land now or formerly of the Boston & Maine Railroad; thence running southeasterly by said land now or formerly of the Boston & Maine Railroad fifty-four and five-tenths (54.5) feet to the Millers River;

Thence turning and running in a general southwesterly direction by said River to a line marked by an iron pin in a boulder, said pin being located on or about the edge of the stream;

Thence turning and running in the line marked by said iron pin on several courses but in a general northerly direction two hundred sixty-one and seventy-eight one-hundredths (261.78) feet from said iron pin in a boulder to an iron pin in a ledge in the location of the side track now or formerly of the Boston & Maine Railroad;

Thence turning and running easterly by land now or formerly of the Boston & Maine Railroad, nine hundred fifty-three and five-tenths (953.5) feet to an iron pipe at the point of beginning.

Said parcel is further described as Parcel 6-4-79 in the offices of the Assessors of the Town of Erving.

## **SECOND PARCEL**

BEGINNING at the northeasterly corner thereof at an iron pin in a ledge in the location of the side track now or formerly of the Boston & Maine Railroad;

Thence running on several courses but in a general southerly direction by the westerly boundary of land in Wendell now or formerly of Erving Realty Corp. and described as First Parcel in a deed recorded in the Franklin County Registry of Deeds in Book 5457, Page 54, two hundred sixty-one and seventy-eight one hundredths (261.78) feet to the Millers River, said line being marked by an iron pin in a boulder at the edge of said River;

Thence turning and running westerly by said River to a line marked by an iron pipe at the edge of said River at land now or formerly of Martha M. Stebbins;

Thence turning and running northerly in said line marked by said iron pipe by land now or formerly of said Stebbins and by land now or formerly of Joseph I. Gosselin, two hundred fifty-five and five one-hundredths (255.05) feet;

Thence turning and running westerly thirty-seven and seven-tenths (37.7) feet to an iron pin;

Thence turning and running northerly thirteen (13) feet, more or less, to land now or formerly of the Boston & Maine Railroad;

Thence turning and running easterly by land now or formerly of said Boston & Maine Railroad thirty-seven and seventy-two one-hundredths (37.72) feet to a stone monument;

Thence continuing in the same direction twenty-nine and twenty-five one-hundredths (29.25) feet to an iron pipe;

Thence turning at a right angle and running southerly five (5) feet to an iron pipe;

Thence turning at a right angle and running easterly forty (40) feet to an iron pipe;

Thence turning at a right angle and running northerly five (5) feet to an iron pipe;

Thence turning at a right angle and running easterly one hundred thirteen and three-tenths (113.3) feet to the iron pin in the ledge located in the side track now or formerly of the Boston & Maine Railroad and being the point of beginning.

Said parcel is further described as Parcel 6-4-80 in the offices of the Assessors of the Town of Erving.

EXCEPTING from the herein described SECOND PARCEL so much thereof as has been conveyed to William Radloff by deed of the United Shoe Machinery Corporation, dated March 1, 1938, and recorded in the Franklin County Registry of Deeds in Book 827, Page 81. See also a

plan entitled “Lot to be sold by the United Shoe Machinery Corp.,” dated November 12, 1934, and recorded in Plan Book 11, Page 20 in said Registry.

EXCEPTING a fee taking by the Town of Erving for the alteration of Crescent Street, dated February 4, 1926, and recorded in the Franklin County Registry of Deeds in Book 720, Page 44. (This affects Assessor’s Lot 80 and is shown on an unrecorded plan entitled “Map Showing Layout of Crescent St. in the Town of Erving.”)

SUBJECT to wastewater force main easements from Brenda J. Whitt, David L. Stone, Harry R. Housen, Rebecca H. Shaffer, formerly Rebecca C. Housen, Anna P. Housen, Charles B. Housen, and Joanne H. Rose to the Inhabitants of the Town of Erving and recorded in the Franklin County Registry of Deeds in Book 1417, Pages 215, 216, 217, 218, 219, and 220. See also a plan entitled “Arch St. Pumping Station Sewer Easement Along Millers River to Sewage Treatment Plant in Erving, MA,” dated April 1974, and recorded in Plan Book 40, Page 36 in said Registry.

SUBJECT to Master Assignment of Leases, Subleases and Licenses between AT&T Wireless PCS, LLC and AT&T Wireless Services of Massachusetts, Inc., dated January 1, 2004, and recorded in the Franklin County Registry of Deeds in Book 4702, Page 299.

SUBJECT to the rights of others in and to the uninterrupted flow of the Millers River and any other rivers, brooks, or streams that may flow the premises.

SUBJECT to the title to and/or rights of the public and others entitled thereto in and to any portions of the premises lying within the bounds of any roads or highways.

This conveyance is subject to the following restrictions and if said restrictions are violated, ownership of said land shall revert to the Grantor herein:

1. The land herein conveyed must be used for the benefit of the public;
2. The land herein conveyed shall remain in the ownership of the Town of Erving, Massachusetts and shall not be alienated by said Town by sale or gift;
3. The land herein conveyed shall be used predominantly for recreational and educational purposes and may also be used for limited commercial activity; and,
4. A monument with a plaque attached thereto will be erected and maintained on the land conveyed herein acknowledging the history of the previous uses of the land.

The premises conveyed herein are conveyed subject to and with the benefit of all easements and rights of way of any and every kind relating or pertaining to said property or any part thereof, and subject to and with the benefit of any and all appurtenant rights, restrictions, liens or encumbrances of record in so far as the same are now in force and applicable.

This conveyance does not constitute all or substantially all of the assets of Erving Realty Corp., and the sale of these premises will not result in a material change in the nature of the activities conducted by Erving Realty Corp. within the meaning of Massachusetts General Laws Chapter 180, Section 8A(c).

No new boundaries are created by this deed.

SUBMITTED by the BOARD OF SELECTMEN  
2/3 Vote Required

#### **ARTICLE 11**

The Town voted unanimously to transfer from unexpended fund balance (free cash) the sum of Ten Thousand Dollars and No Cents (\$10,000.00) to purchase a skid unit for the Fire Department's Gator ATV.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 12**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Ten Thousand Dollars and No Cents (\$10,000.00) to purchase an enclosed trailer for the Fire Department's Gator ATV.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 13**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Five Thousand Dollars and No Cents (\$5,000.00) to purchase a cab for the Fire Department's Gator ATV.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

#### **ARTICLE 14**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Two Thousand Dollars and No Cents (\$2,000.00) to purchase vehicle mounted GPS units for the Fire Department's responding vehicles.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

## **ARTICLE 15**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Thirteen Thousand Dollars and No Cents (\$13,000.00) to purchase a hose and gear dryer for the Fire Department.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE RECOMMENDS – Unanimous vote

## **ARTICLE 16**

The Town voted by unanimously to transfer from unexpended fund balance (free cash) the sum of One Hundred Five Thousand Dollars and No Cents (\$105,000.00) for FY15 secondary education (#01-310-200-57800).

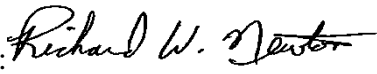
SUBMITTED by the SCHOOL COMMITTEE  
FINANCE COMMITTEE RECOMMENDS– Unanimous vote

## **ARTICLE 17**

The Town voted by majority to transfer from unexpended fund balance (free cash) the sum of Three Thousand Dollars and No Cents (\$3,000.00) to the FY15 budget line for Treasurer's Staff Wages (01-145-101-51200) for additional Human Resources (HR) duties.

SUBMITTED by the BOARD OF SELECTMEN  
FINANCE COMMITTEE MAKES NO RECOMMENDATION – 2 Aye/2 Abstained

45 registered voters attended this meeting. The meeting was dissolved at 9:29 p.m.

A true copy, ATTEST:   
Richard W. Newton  
Erving Town Clerk



# ***ASSESSORS***

*Margaret Sullivan, Chairman*

*Jim Carpenter*

*Beth Palmquist*

*Jacquie Boyden, MAA, Assistant Assessor*

# ***TAX COLLECTOR***

*Michele M. Turner*

*Ann Petrain, Assistant*

# ***TREASURER/WATER COLLECTOR***

*Margaret Sullivan, CMMT*

*Julie Wonkka, Payroll HR Assistant*

*Avis Suddy, Clerk*

# ***Board of Assessors***



***Margaret Sullivan, Chair ▪ Jim Carpenter ▪ Beth Palmquist***



***Jacquie Boyden, Assistant Assessor***

## Erving Board of Assessors Report

**TOTAL AMOUNT TO BE RAISED FOR FY 2015** **\$10,208,241.66**

**LESS RECEIPTS & REVENUE** **\$1,561,124.88**

Estimated Receipts from Cherry Sheet	\$ 595,509.00
Local Estimated Receipts	\$ 246,000.00
Free Cash	\$ 233,300.00
Enterprise Fund	\$ 270,997.00

**NET AMOUNT TO BE RAISED BY TAXATION** **\$8,647,116.78**

### ASSESSED VALUATIONS

Residential	121,363,670.00
Open Space	565,800.00
Commercial	7,439,427.00
Industrial	423,775,768.00
Personal Property	99,237,650.00
 Total Taxable Value	 652,382,315.00

### CLASSIFIED TAX RATES FOR FY 2015

Our Fiscal Year 2015 Tax Rate was finalized by the Department of Revenue on October 3, 2014.

Residential & Open Space	\$ 8.62
Commercial, Industrial & Personal Property	\$14.32

### ABATEMENTS AND EXEMPTIONS GRANTED FROM FISCAL YEAR 2014

#	TYPE	TOTAL AMOUNT
4	Real Estate Abatements	\$ 1,227.85
1	Personal Property Abatement	\$ .28
21	Veteran's Exemption	\$ 14,150.00
1	Blind Exemption	\$ 500.00
30	Persons 65 & Over Exemption	\$ 29,227.88
9	Persons 70+ & Surviving Spouse	<u>\$ 1,575.00</u>
67	Total (as of 6/30/14)	\$ 47,081.01

## **MOTOR VEHICLE EXCISE ASSESSED IN CALENDAR YEAR 2014**

2013	Levy	
	Number of Vehicles	45
	Total Valuation	304,450.00
	Total Tax	\$909.39
2014	Levy	
	Number of Vehicles	1833
	Total Valuation	6,646,200.00
	Total Tax	\$145,029.76
	Total of Commitments	\$145,939.15

## **MOTOR VEHICLE EXCISE ABATEMENTS GRANTED IN CALENDAR YEAR 2014**

2013	Levy	
	Number of Abatements	2
	Total Amount Granted	\$ 108.64
2014	Levy	
	Number of Abatements	39
	Total Amount Granted	\$ 3,033.60

Respectfully Submitted,

The Erving Board of Assessors

Beth Palmquist, Chair  
James Carpenter  
Margaret Sullivan

# ***Tax Collector***

***Reports Ending 6/30/2014***



***Michele M. Turner, Tax Collector***



***Ann Petrain, Assistant Tax Collector***

**Tax Collector Report For Fiscal Year 2014 (7/1/2013 - 6/30/2014)**

<b>Levy Year</b>	<b>Tax / Fee / Lien</b>	<b>Balance 7/1/2013</b>	<b>Levy Commitment</b>	<b>Collections Net of Refunds &amp; Tax Title</b>	<b>Abatements Exemptions Adjustments</b>	<b>Balance 6/30/2014</b>
2014	Real Estate		\$7,074,598.90	\$6,998,877.92	\$45,680.73	\$30,040.25
2013	Real Estate	\$23,590.77		\$23,590.77		\$0.00
2014	Personal Property		\$1,403,219.22	\$1,401,316.74	\$0.28	\$1,902.20
2013	Personal Property	\$1,367.95		\$750.79		\$617.16
2012	Personal Property	\$0.00				\$0.00
2011	Personal Property	\$270.78		\$33.08	\$143.72	\$93.98
2010	Personal Property	\$254.40		\$12.81	\$241.59	\$0.00
2009	Personal Property	\$342.10			\$208.39	\$133.71
2008	Personal Property	\$304.67		\$2.03	\$125.88	\$176.76
2007	Personal Property	\$101.23				\$101.23
2014	Motor Vehicle Excise		\$118,584.51	\$107,395.61	\$2,338.46	\$8,850.44
2013	Motor Vehicle Excise	\$13,607.99	\$12,261.96	\$21,923.73	\$897.82	\$3,048.40
2012	Motor Vehicle Excise	\$2,666.61		\$951.89		\$1,714.72
2011	Motor Vehicle Excise	\$1,551.26		\$135.63		\$1,415.63
2010	Motor Vehicle Excise	\$1,254.96		\$278.28		\$976.68
2009	Motor Vehicle Excise	\$1,231.78		\$230.01		\$1,001.77
2008	Motor Vehicle Excise	\$1,241.88			\$37.50	\$1,204.38
2007	Motor Vehicle Excise	\$279.17				\$279.17
2006	Motor Vehicle Excise	\$578.13				\$578.13
2005	Motor Vehicle Excise	\$296.14		\$15.93		\$280.21
2004	Motor Vehicle Excise	\$1,329.68				\$1,329.68
2003	Motor Vehicle Excise	\$321.88				\$321.88
2002	Motor Vehicle Excise	\$42.51				\$42.51
		<hr/>				<hr/>
		\$50,633.89				\$54,108.89
				Interest Collected on Past Due Taxes	\$4,946.58	
				Collection Fees and Charges	\$14,545.01	
				Mobile Home Fees In Lieu of Taxes	\$864.00	
				Municipal Lien Certificates	<hr/> \$1,025.00	
<b>TOTAL COLLECTIONS FOR FY 2014</b>				<b>\$8,576,895.81</b>		

Respectfully submitted,

Michele M. Turner, Tax Collector

## Water Collectors Report

07/01/2013 - 06/30/2014

### Balances Prior Year Commitment:

FY12 Water	64.61
FY12 Fees	0.00
FY13 Water	15200.99
FY13 Fees	0.00

Beginning Balance: \$ 15265.60

### Water Commitments FY 2014:

Water Testing	3500.00
Testing Backflow devices	1280.00
Hydrant Flushing	5860.00
Water Usage	87601.75

Total FY 14: \$ 98,521.75

Net Commitments: \$113,787.35

Net Payments-Refunds: \$101,843.90

Ending Balance: \$ 11,943.45

Respectfully Submitted,

Michele M. Turner  
Water Collector

# *Treasurer's Office*



Left to Right:

*Avis Suddy, Clerk*

*Julie Wonkka, Payroll HR Assistant*

*Margaret Sullivan, Treasurer*



**Treasurer's Annual Report**  
**By Margaret Sullivan, CMMT**  
**Erving Treasurer**

Julie Wonkka, Payroll & Human Resources Assistant, and Avis Suddy, Clerk, still work in the Treasurer's Office. It is nice to have continuity.

The Tax Title balance, owed by nine taxpayers, was approximately \$135,000 at the beginning of the year. As the year went on, more accounts were entered into Tax Title and some were redeemed. As of June 30, 2014, there were still fifteen parcels, owned by nine property owners, with an outstanding principal amount of approximately \$30,277.00.

The Town of Erving is the lead town for the Northern Tier Ten Town Economic Development Program which benefits ten towns. We have a contract with the Franklin County Community Development Corporation (FCCDC) to administer the monies. The Trust Fund is utilized only for eligible activities as allowed by program income trust fund guidelines of the Small Cities Block Grant Program. We currently have a balance of \$58,193.93 which is available to be loaned out to applicants.

We produce payroll every other week for approximately 100 employees on a regular basis and the numbers increase on a quarterly basis and throughout the summer. We generated 190 W-2's for calendar year 2013. Almost all of the employees take advantage of Direct Deposit. We offer deferred compensation. Health, Dental, and Life Insurance plans are offered to eligible employees at 84% paid by the town and Health Insurance is offered to retired employees at 77% paid by the town.

The bills for the town are paid every other week, the opposite week of payroll.

Money comes into the Treasurer's office in many different ways: The State automatically deposits their payments; The school brings over lunch money and after school program funds; The Select board turns in receipts from licenses; The Fire Chief turns in money from permits; Recreation department turns in money for programs they offer; and money is received from disposal of other people's waste and disposal of white goods.

Sincerely,

Margaret Sullivan, CMMT  
Erving Treasurer

# ***Town Accountant***

## ***Financial Reports***



***Deb Mero***

TOWN OF ERVING, MASSACHUSETTS							
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS							
FOR THE YEAR ENDING JUNE 30, 2014							
							Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long Term Debt	(Memorandum Only)
<b>Assets</b>							
Cash and Investments	\$ 3,936,606.23	\$ 355,309.10	\$ 266,919.18	1,559,452.74	\$ 8,297,656.03	\$ -	\$ 14,415,943.28
Accounts Receivable:							
Overpayment Refund	1,367.43	-	-	-	-	-	1,367.43
Property Taxes	33,033.05	-	-	-	-	-	33,033.05
Excise Taxes	31,225.66	-	-	-	-	-	31,225.66
Tax Liens	30,277.60	-	-	-	-	-	30,277.60
Tax Foreclosures	152,895.30	-	-	-	-	-	152,895.30
User Charges	-	-	-	11,943.45	-	-	11,943.45
Less: Allowance for Uncollectible Accounts	(380,348.62)	-	-	-	-	-	(380,348.62)
Due from Other Governments	-	91,119.80	-	-	-	-	91,119.80
Due from Other Funds	-	-	-	-	-	-	-
Amount to be Provided for the Payment of Debt	-	-	-	-	-	3,630,420.00	3,630,420.00
<b>Total Assets</b>	<b>\$ 3,805,056.65</b>	<b>\$ 446,428.90</b>	<b>\$ 266,919.18</b>	<b>\$ 1,571,396.19</b>	<b>\$ 8,297,656.03</b>	<b>\$ 3,630,420.00</b>	<b>\$ 18,017,876.95</b>
<b>Liabilities and Fund Equity</b>							
<b>Liabilities:</b>							
Warrants & Payrolls Payable	\$ 362,672.77	\$ -	-	\$ 6,580.26	-	\$ -	\$ 369,253.03
Employee Withholdings	40,348.50	-	-	-	-	-	40,348.50
Due to Others	282.80	-	-	-	2,628.50	-	2,911.30
Due to Student Groups	-	-	-	-	7,030.04	-	7,030.04
Deferred Revenue:							
Property Taxes	(347,315.57)	-	-	-	-	-	(347,315.57)
Other	214,398.56	91,119.80	-	11,943.45	-	-	317,461.81
Due to Other Funds	-	-	-	-	-	-	-
Bond Indebtedness	-	-	-	-	-	3,630,420.00	3,630,420.00
<b>Total Liabilities</b>	<b>270,387.06</b>	<b>91,119.80</b>	<b>-</b>	<b>18,523.71</b>	<b>9,658.54</b>	<b>3,630,420.00</b>	<b>4,020,109.11</b>
<b>Fund Equity:</b>							
Retained Earnings:							
Reserved for Encumbrances	-	-	-	266,969.79	-	-	266,969.79
Unreserved:							
Designated for Subsequent Years' Expenditures				-			-
Undesignated				1,285,902.69			1,285,902.69
Fund Balance:							
Reserved for Encumbrances	1,236,052.00	-	266,919.18	-	-	-	1,502,971.18
Reserved for Nonexpendable Trust Principal	-	-	-	-	9,840.18	-	9,840.18
Unreserved:							
Designated for Subsequent Years' Expenditures	233,300.00	-	-	-	-	-	233,300.00
Undesignated	2,065,317.59	355,309.10	-	-	8,278,157.31	-	10,698,784.00
<b>Total Fund Equity</b>	<b>3,534,669.59</b>	<b>355,309.10</b>	<b>266,919.18</b>	<b>1,552,872.48</b>	<b>8,287,997.49</b>	<b>-</b>	<b>13,997,767.84</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 3,805,056.65</b>	<b>\$ 446,428.90</b>	<b>\$ 266,919.18</b>	<b>\$ 1,571,396.19</b>	<b>\$ 8,297,656.03</b>	<b>\$ 3,630,420.00</b>	<b>\$ 18,017,876.95</b>

**TOWN OF ERVING, MASSACHUSETTS  
BALANCE SHEET - ENTERPRISE FUNDS  
FOR THE YEAR ENDING JUNE 30, 2014**

	POTW Fund	Water Fund	Totals
<b>Assets</b>			
Cash and Investments	\$ 1,380,108.21	\$ 179,344.53	\$ 1,559,452.74
Accounts Receivable:			
User Charges	-	11,943.45	11,943.45
<b>Total Assets</b>	<b>\$ 1,380,108.21</b>	<b>\$ 191,287.98</b>	<b>\$ 1,571,396.19</b>
<b>Liabilities and Fund Equity</b>			
<b>Liabilities:</b>			
Warrants Payable	6,326.35	253.91	6,580.26
Deferred Revenue	-	11,943.45	11,943.45
<b>Total Liabilities</b>	<b>6,326.35</b>	<b>12,197.36</b>	<b>18,523.71</b>
<b>Fund Equity:</b>			
Reserved for Encumbrances	243,632.66	23,337.13	266,969.79
Reserved for Expenditure	-	-	-
Unreserved Retained Earnings	1,130,149.20	155,753.49	1,285,902.69
<b>Total Fund Equity</b>	<b>1,373,781.86</b>	<b>179,090.62</b>	<b>1,552,872.48</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 1,380,108.21</b>	<b>\$ 191,287.98</b>	<b>\$ 1,571,396.19</b>

TOWN OF ERVING, MASSACHUSETTS					
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -					
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS					
FOR THE YEAR ENDED JUNE 30, 2014					
	Governmental Fund Types			Fiduciary Fund Types	Totals
	General Fund	Special Revenue	Capital Projects	Trust Funds	(Memorandum Only)
<b>Revenues:</b>					
Taxes	8,390,393.92	\$ -	\$ -	\$ -	\$ 8,390,393.92
State Receipts	641,564.97	-	-	-	641,564.97
Excise Taxes	131,645.79	-	-	-	131,645.79
Licenses, Permits, Fees, Fines, Misc	136,602.04	-	-	-	136,602.04
Interest on Delinquent Taxes	4,590.87	-	-	-	4,590.87
Investment Income:					
Interest	27,261.75	10,190.64	-	288,652.11	326,104.50
Grants and Fees	-	940,543.54	-	-	940,543.54
Other	-	-	-	-	-
<b>Total Revenues</b>	<b>9,332,059.34</b>	<b>950,734.18</b>	<b>-</b>	<b>288,652.11</b>	<b>10,571,445.63</b>
<b>Expenditures:</b>					
Current:					
General Government	722,586.16	630,918.37	-	-	1,353,504.53
Public Safety	846,138.47	44,961.24	-	-	891,099.71
Public Works	581,876.00	-	-	-	581,876.00
Education	3,636,549.77	263,228.95	-	-	3,899,778.72
Health and Human Services	121,261.84	16,059.00	-	-	137,320.84
Culture and Recreation	100,037.44	23,658.07	-	-	123,695.51
Employee Benefits and Insurance	1,077,128.44	-	-	-	1,077,128.44
State Assessments	508,613.00	-	-	-	508,613.00
Debt Service:	-				
Principal	150,000.00	-	-	-	150,000.00
Interest and Fiscal Charges	1,515.48	-	-	-	1,515.48
<b>Total Expenditures</b>	<b>7,745,706.60</b>	<b>978,825.63</b>	<b>-</b>	<b>-</b>	<b>8,724,532.23</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>1,586,352.74</b>	<b>(28,091.45)</b>	<b>-</b>	<b>288,652.11</b>	<b>1,846,913.40</b>
<b>Other Financing Sources (Uses):</b>					
Operating Transfers In	78,120.00	17,500.00	-	1,107,413.00	1,203,033.00
Operating Transfers Out	(1,614,913.00)	(78,120.00)	-	-	(1,693,033.00)
Proceeds of Notes and Debt	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>(1,536,793.00)</b>	<b>(60,620.00)</b>	<b>-</b>	<b>1,107,413.00</b>	<b>(490,000.00)</b>
<b>Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b>	<b>49,559.74</b>	<b>(88,711.45)</b>	<b>-</b>	<b>1,396,065.11</b>	<b>1,356,913.40</b>
<b>Fund Balances, Beginning of Year</b>	<b>3,485,109.85</b>	<b>444,020.55</b>	<b>266,919.18</b>	<b>6,891,932.38</b>	<b>11,087,981.96</b>
<b>Fund Balances, End of Year</b>	<b>\$ 3,534,669.59</b>	<b>\$ 355,309.10</b>	<b>\$ 266,919.18</b>	<b>\$ 8,287,997.49</b>	<b>\$ 12,444,895.36</b>

TOWN OF ERVING, MASSACHUSETTS					
COMBINED STATEMENT OF REVENUES AND EXPENDITURES -					
BUDGET AND ACTUAL - GENERAL FUND					
FOR THE YEAR ENDED JUNE 30, 2014					
				Amounts	
				Carried	Variance
	Original	Final		Forward	Favorable
	Budget	Budget	Actual	to Next Year	(Unfavorable)
<b>Revenues:</b>					
Taxes	\$ 8,351,411.00	8,351,411.00	\$ 8,390,393.92	\$ -	\$ 38,982.92
State Receipts	621,836.00	621,836.00	641,564.97	-	19,728.97
Excise and Other Taxes	130,864.00	130,864.00	131,645.79	-	781.79
Licenses, Permits, Fees, Fines, Misc	85,649.00	85,649.00	136,602.04	-	50,953.04
Interest on Delinquent Taxes	5,000.00	5,000.00	4,590.87	-	(409.13)
Interest on Investments	20,000.00	20,000.00	27,261.75	-	7,261.75
<b>Total Revenues</b>	<b>9,214,760.00</b>	<b>9,214,760.00</b>	<b>9,332,059.34</b>	<b>-</b>	<b>117,299.34</b>
	^	^	^		
<b>Expenditures:</b>					
Current:					
General Government	\$1,495,659.57	\$1,347,144.09	\$722,586.16	534,451.56	90,106.37
Public Safety	1,117,323.26	1,157,323.26	846,138.47	253,871.31	57,313.48
Public Works	771,012.45	771,012.45	581,876.00	152,796.94	36,339.51
Education	3,951,862.60	4,062,456.60	3,636,549.77	293,793.57	132,113.26
Health and Human Services	145,570.00	145,570.00	121,261.84	-	24,308.16
Culture and Recreation	99,551.00	107,551.00	100,037.44	1,138.62	6,374.94
Employee Benefits and Insurance	1,195,523.00	1,195,523.00	1,077,128.44	-	118,394.56
State Assessments	582,096.00	582,096.00	508,613.00	-	73,483.00
Debt Service:					
Principal	-	150,000.00	150,000.00	-	-
Interest and Fiscal Charges	-	1,515.48	1,515.48	-	-
<b>Total Expenditures</b>	<b>9,358,597.88</b>	<b>9,520,191.88</b>	<b>7,745,706.60</b>	<b>1,236,052.00</b>	<b>538,433.28</b>
<b>Excess of Revenues Over</b>					
<b>(Under) Expenditures</b>	<b>(143,837.88)</b>	<b>(305,431.88)</b>	<b>1,586,352.74</b>	<b>(1,236,052.00)</b>	<b>655,732.62</b>
<b>Other Financing Sources (Uses):</b>					
Operating Transfers In	-	-	78,120.00	-	78,120.00
Operating Transfers Out	(1,597,413.00)	(1,597,413.00)	(1,614,913.00)	-	(17,500.00)
<b>Total Other Financing Sources (Uses)</b>	<b>(1,597,413.00)</b>	<b>(1,597,413.00)</b>	<b>(1,536,793.00)</b>	<b>-</b>	<b>60,620.00</b>
<b>Budget Variance:</b>					
<b>Excess of Revenues and Other</b>					
<b>Financing Sources Over (Under)</b>					
<b>Expenditures and Other Financing</b>					
<b>Uses</b>	<b>\$ (1,741,250.88)</b>	<b>\$ (1,902,844.88)</b>	<b>\$ 49,559.74</b>	<b>\$ (1,236,052.00)</b>	<b>\$ 716,352.62</b>

TOWN OF ERVING, MASSACHUSETTS			
COMBINED STATEMENT OF REVENUES, EXPENSES			
AND CHANGES IN RETAINED EARNINGS			
PROPRIETARY FUND TYPES			
FOR THE YEAR ENDED JUNE 30, 2014			
	Proprietary Fund Types		Totals
	POTW Fund	Water Fund	(Memorandum Only)
<b>Operating Revenues:</b>			
Collections and User Fees	\$ 184,545.00	\$ 102,123.80	\$ 286,668.80
Other Income	50,000.00	135.00	50,135.00
Interest on User Charges		636.71	636.71
<b>Total Operating Revenues</b>	<b>234,545.00</b>	<b>102,895.51</b>	<b>337,440.51</b>
<b>Operating Expenses:</b>			
Operating Costs	318,825.16	61,789.08	380,614.24
<b>Total Operating Expenses</b>	<b>318,825.16</b>	<b>61,789.08</b>	<b>380,614.24</b>
<b>Operating Income (Loss)</b>	<b>(84,280.16)</b>	<b>41,106.43</b>	<b>(43,173.73)</b>
<b>Non-Operating Revenues (Expenses):</b>			
Interest	666.00	359.68	1,025.68
Capital Outlay	(19,846.26)	-	(19,846.26)
Payment of Debt	(200,040.00)	(12,000.00)	(212,040.00)
Interest Expense	(78,140.47)	(2,700.00)	(80,840.47)
<b>Total Non-Operating Revenues (Expenses)</b>	<b>(297,360.73)</b>	<b>(14,340.32)</b>	<b>(311,701.05)</b>
<b>Income (Loss) Before Operating Transfers</b>	<b>(381,640.89)</b>	<b>26,766.11</b>	<b>(354,874.78)</b>
<b>Operating Transfers In (Out)</b>	<b>490,000.00</b>	<b>-</b>	<b>490,000.00</b>
<b>Net Income (Loss)</b>	<b>108,359.11</b>	<b>26,766.11</b>	<b>135,125.22</b>
<b>Retained Earnings July 1, 2013</b>	<b>1,265,422.75</b>	<b>152,324.51</b>	<b>\$ 1,417,747.26</b>
<b>Retained Earnings June 30, 2014</b>	<b>\$ 1,373,781.86</b>	<b>\$ 179,090.62</b>	<b>\$ 1,552,872.48</b>

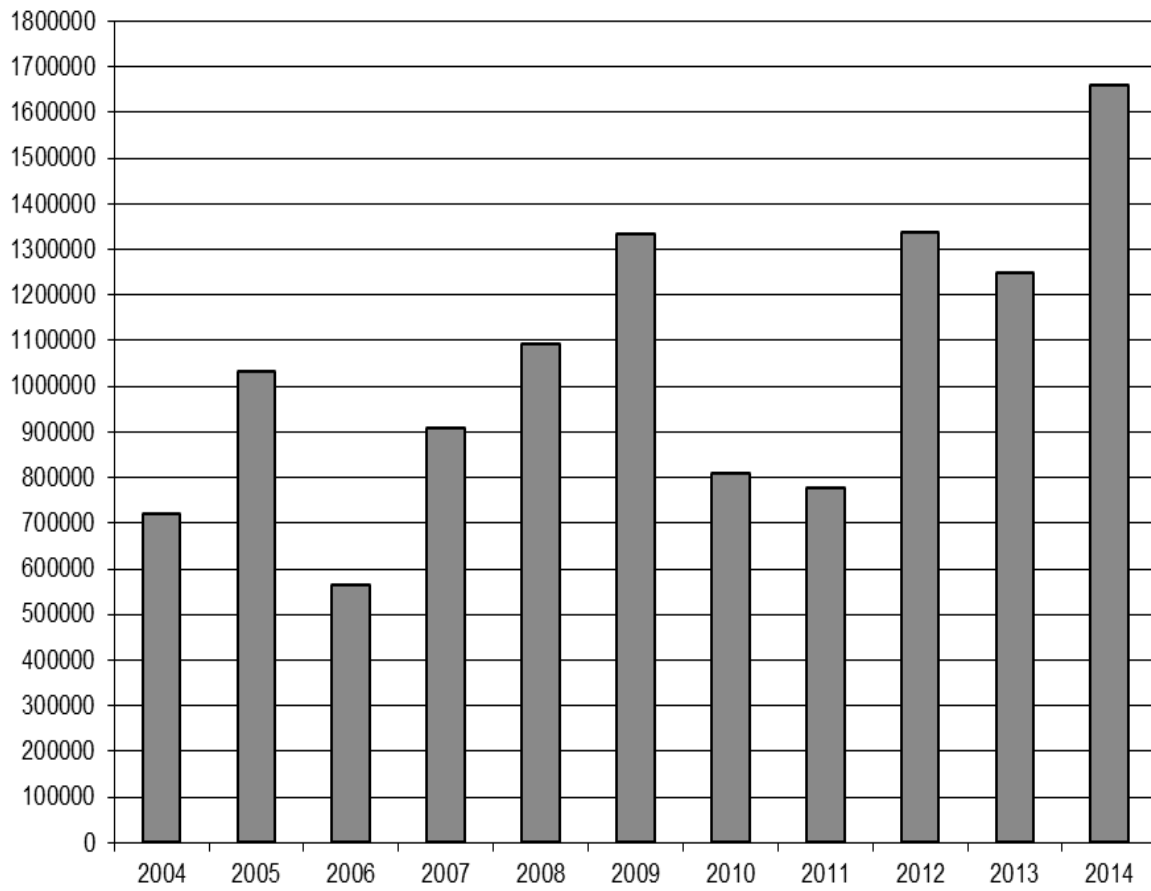
TOWN OF ERVING, MASSACHUSETTS					
COMBINING STATEMENT OF SPECIAL REVENUE FUND REVENUES, EXPENDITURES					
AND CHANGES IN FUND BALANCES					
FOR THE YEAR ENDED JUNE 30, 2014					
	Fund Balances			Other Financing	Fund Balances
	July 1, 2013	Revenues	Expenditures	Sources (Uses)	June 30, 2014
<b>Highway Grants:</b>	\$ -	-	-		\$ -
<b>School Grants:</b>					
SPED IDEA	4,813.08	49,598.00	49,789.91		4,621.17
SPED Early Childhood	261.91	902.06	1,701.84		(537.87)
SPED Program Improvement	1,424.55	1,500.00	1,644.55		1,280.00
SPED Program Improvement- EC	2,500.00	2,400.00	2,937.10		1,962.90
Title I	4,389.11	16,126.80	23,484.92		(2,969.01)
REAP Grant	0.43	13,088.24	19,960.62		(6,871.95)
Title II A - Education Quality	888.00	2,333.00	4,810.00		(1,589.00)
Ed Jobs	-				-
Foundation Reserve-"Pothole"	34,882.15				34,882.15
Community Part for Children	(2,017.85)	31,406.00	29,388.07		0.08
SPED Circuit Breaker	78,120.00	49,845.00		(78,120.00)	49,845.00
Kindergarten Enhancement Program	2,381.33	10,437.00	13,606.39		(788.06)
<b>Police Grants:</b>					
Community Policing	-				-
Bullet Proof Vests	-	7,865.00	7,865.00		-
Local Law Enforcement System Improvement	344.08				344.08
Select Enforce OT	(14.60)				(14.60)
NDATF Task Force OT	-	1,442.12	1,442.12		-
NWDA-Cops CSPP	-	411.00	378.12		32.88
DCR VFA FY12 Firefighting Equipment	-				-
DFS2009 Firefighting Equipment	-				-
DCR Grant/Fire Department	-				-
Emergency Operations Planning Grant	92.04				92.04
CT CDA FY09 Emerg Mgmt Planning Grant	-				-
FEMA/MEMA Storm Relief	1,979.47				1,979.47
EOCD Housing Rehab	-	554,708.46	483,868.37		70,840.09
Septic Management Grant	2,000.00				2,000.00
MAPHC-Public Health	180.00				180.00
FCHHC-DPH My Life/My Health	2,252.38		1,170.00		1,082.38
Wellhead Protection Grant	1,167.78				1,167.78
COA Formula Grant	-	4,000.00	4,320.00		(320.00)
Library	7,866.96	1,661.91	600.42		8,928.45
<b>Schools:</b>	-				-
School Lunch	(5,227.55)	57,422.80	77,400.83	17,500.00	(7,705.58)
<b>Revolving Funds:</b>					
After School Program	4,103.40	16,461.25	16,929.02		3,635.63
School E Rate Revolving	6,575.30	1,159.20	4,879.30		2,855.20
Read-A-Thon Revolving Fund	3,562.56				3,562.56
Pre-K Tuition Revolving Fund	4,695.00	10,080.00	16,696.40		(1,921.40)
<b>Other:</b>					
Recreation Revolving	10,417.35	15,467.36	19,304.59		6,580.12
Ten Town Loan Program	162,662.51	36,481.42	147,050.00		52,093.93
Entergy/VY Training	1,864.00	2,380.00	4,216.00		28.00
Cultural Council	4,711.76	4,254.07	3,443.21		5,522.62
Road Machinery Fund	786.47	-	-		786.47
Sale of Cemetery Lots	8,875.00	425.00	-		9,300.00
Wetlands Protection Fund	3,623.83	-	-		3,623.83
Post War Rehab	20,313.40	377.03			20,690.43
Insurance Proceeds	-				-
Cons Comm Consultant Fees	958.87				958.87
FRCOG-Mini Grant-BOH	197.23				197.23
FRCOG-Mini Grant-Wmass Homeland Security	-				-
Cable-PEG Access Support	38,137.44	9,272.08			47,409.52
COA Revolving:	10,445.26	11,517.38	9,804.00		12,158.64
COA Donations	566.50	847.00			1,413.50
COA Facility Use	-	100.00			100.00
Martap Mini Grant	-		765.00		(765.00)
Dog Fund Library	1,555.64	-	-		1,555.64
Police Outside Detail	18,232.43	36,440.00	31,060.00		23,612.43
Fire Dept Gifts	-	325.00			325.00
Library-Ezra Jack Keats Foundation	206.26				206.26
Library-Gifts	453.08		309.85		143.23
Other Gifts	2,793.99				2,793.99
	\$ 444,020.55	\$ 950,734.18	\$ 978,825.63	\$ (60,620.00)	\$ 355,309.10



TOWN OF ERVING, MASSACHUSETTS					
COMBINING STATEMENT OF CAPITAL PROJECTS FUND REVENUES, EXPENDITURES					
AND CHANGES IN FUND BALANCES					
FOR THE YEAR ENDED JUNE 30, 2014					
	Fund Balances			Other Financing	Fund Balances
	July 1, 2013	Revenues	Expenditures	Sources (Uses)	June 30, 2014
Erving Elementary School Construction	\$ 69,648.95				\$ 69,648.95
Erving Senior Community Center	\$ 183,198.42				183,198.42
Brownfield's Loan/Grant	\$ -				-
POTW#1 Facility Upgrade	\$ 14,071.81				14,071.81
	\$ 266,919.18	\$ -	\$ -	\$ -	\$ 266,919.18

TOWN OF ERVING, MASSACHUSETTS					
COMBINING STATEMENT OF TRUST FUND REVENUES, EXPENSES					
AND CHANGES IN FUND BALANCES - EXPENDABLE TRUST FUNDS					
FOR THE YEAR ENDED JUNE 30, 2014					
	Fund Balances			Other Financing	Fund Balances
	July 1, 2013	Revenues	Expenditures	Sources (Uses)	June 30, 2014
Stabilization Fund:					
General	\$ 5,298,831.04	\$ 123,798.40		\$ 795,413.00	\$ 6,218,042.44
Fire Truck	25,560.25	474.47			26,034.72
Elem Sch Computers	66,723.92	1,737.42		12,000.00	80,461.34
OPEB Trust Fund	1,453,905.99	161,810.83		300,000.00	1,915,716.82
Cemetery Perpetual Care:					
Non-Expendable	9,840.18				9,840.18
Expendable	28,710.06	729.27			29,439.33
Conservation Fund	8,360.94	101.72	-		8,462.66
	\$ 6,891,932.38	\$ 288,652.11	\$ -	\$ 1,107,413.00	\$ 8,287,997.49

**Free Cash FY 2004 - FY 2014**



# REGIONAL REPORTS

*FRANKLIN COUNTY  
SOLID WASTE MANAGEMENT DISTRICT*



*EASTERN FRANKLIN COUNTY  
HEALTH DISTRICT*



*DEPARTMENT OF VETERAN SERVICES*



*FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS  
FRANKLIN COUNTY COOPERATIVE INSPECTION PROGRAM*



*FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS 2014  
TOP TEN ACCOMPLISHMENTS & SERVICES*



*FRANKLIN REGIONAL RETIREMENT SYSTEM*

## **Franklin County Solid Waste Management District Report**

To the Residents of the Solid Waste District:

The Solid Waste District was formed in 1989 to help Franklin County towns manage all aspects of their solid waste – recyclables, organics, hazardous waste, wastewater treatment sludge, and trash. We continue to provide assistance to twenty-two member towns through administrative support, professional consultation, trainings, and outreach to residents and businesses.

A review of recycling tonnage for 2014 shows almost an identical amount compared to 2013. District residents recycled over 1,700 tons of paper and over 1,100 tons of mixed containers, which were processed at the Springfield Materials Recycling Facility. Although market prices for recyclables remained low all year, District towns received a total of \$66,000 in revenue for their recyclables.

In 2013, the District sponsored spring and fall “Clean Sweep” collections for bulky items, electronics, tires, appliances, and anything too big to fit into a trash bag. Over 63 tons of material was recycled or disposed of from the two collections. A total of 560 households participated in these collection events.

We held our annual household hazardous waste collection in September 2014. This event allows residents to properly dispose of toxic cleaners, automotive products, pesticides, and other toxic products. A total of 325 households participated in this event. 42% of participants were using the collection for the first time.

We received a \$60,000 grant from the State to set up a recycling collection for wood pellet bags and for plastic waste generated at agricultural operations. We also helped member towns implement \$12,000 worth of small-scale initiative grants from MassDEP.

We continue to manage the recycling and composting program at the Franklin County Fair and to assist other events with waste reduction efforts. We continue to work in each school system helping with waste management bids and with fostering sustainable waste reduction programs.

If you have questions about District programs, call us at 413-772-2438 (MA Relay for the hearing impaired: 711 or 1-800-439-2370 TTY/TDD), visit our website at [www.franklincountywastedistrict.org](http://www.franklincountywastedistrict.org) or visit us at 50 Miles Street in Greenfield.

Jan Ameen - *Executive Director*  
Chris Boutwell, Montague - *Vice-Chair*

Jonathan Lagreze, Colrain - *Chair*  
MA Swedlund, Deerfield - *Treasurer*

## **Eastern Franklin County Health District for the Erving Board of Health Report**

The Eastern Franklin County Health District is responsible for conducting inspections and enforcement of federal, state and local health regulations. In addition, the District works with the Erving Board of Health in consultation to formulate and enact policies that carry out the intent of the Board for municipal health protection. The Eastern Franklin County Health District has provided public health services for the Town of Erving since its inception in 1985.

The District accepts calls from citizens with a wide range of questions or health concerns, including complaints of food borne illnesses, inquiries about contagious diseases such as West Nile Virus, reports of substandard housings, and “nuisance complaints,” often due to excessive junk in yards, or items left out on street after not being accepted by Large Item Pick-up.

Food Establishments, recreational camps, pools, and certain other services are required to be inspected annually on different schedules regulated by state law. Erving has two pools, an apartment complex, and several restaurants. When food establishments change hands or re-open under new management, a pre-inspection and consultation prior to opening is required. This year saw changes in management of one of the Food establishments, and re-opening of another. The District Health agents also assisted a small private school which opened, and provided liaison with the State Department of Public Health in setting acceptable standards for what would constitute an allowable school kitchen.

New residential construction seems to remain at a low level. However 2014 saw an increase in Title V inspections and repairs to existing septic systems. Percolation testing, plan review and inspection of installed sub-surface sewage systems were performed by the agents, mostly this year for re-sale properties. Replacement of these older systems which do not properly treat sewage increased the quality of everyone’s drinking water.

There continues to be an increase in the District towns in the filing of communicable diseases with the State lab in Boston from health care providers and hospitals. However, Erving saw a decline in reportable diseases this year. Communicable disease reports are processed by the District and the State Laboratory in Boston with follow-up by the District. Influenza and Lyme disease continue to be prevalent, as do gastro enteric illness. A mandate by the State Department of Health that towns cease paper-based reporting documents and comply with use of the MAVEN computer-based system was just issued in 2011. The Town of Erving and the District have been using this computer system for several years prior to that. Online digital data gathering has made identification of trends in communicable diseases, and communication between medical providers, patients, and epidemiologist much more streamlined and efficient.

There was a significant amount of communication to all Health Departments from the State and federal government regarding Ebola this year. There were thankfully no cases in Western Massachusetts, though the education process regarding a possible epidemic was an exercise in identification of how the threat could affect even very small towns in such areas as Emergency Responder calls and financing costs associated with a case if one arose in a town that does not have funding to cover an emergency.

"Nuisance" complaints by neighbors (trash complaints, unsightly accumulation of belongings outside the house) saw a slight decline in 2014, though there are several properties that still need continued follow-up. Residents should be advised that letting trash or other potentially hazardous materials (batteries, fuels, bags of clothing, etc.) build up are in violation of Chapter II of the State Sanitary Code. There are always calls after Large Item Pick-up, regarding complaints by neighbors about mattresses and other items not eligible for pick-up. If you are unsure about whether an item will not be picked up, please call before you leave it outside.

Well permitting remained steady in number from last year. The District and the Board of Health Clerk processed well permits for installation and decommissioning of wells.

There was a reduction in number of housing complaints in 2014 in Erving. There were calls about mold and lead paint, but not complaints about landlords. Information was given about remediation sources to concerned residents.

The District Agents worked with DPH and DEP on several town projects. DEP was consulted about possible water and environmental issues with the Usher Plant site. This is an ongoing project, and should the project go forward, the Board of Health will access the agents and any other consultants needed to provide guidance regarding public health policy for future use of the site.

Respectfully submitted,

David Zaroinski  
Deborah Palmer  
*Health Agents*

**Department of Veterans Services District Town Report**  
**July 1, 2014 - June 30, 2015**

The Central Franklin County District was formed in 1940 and provides Veterans Services for twenty three towns within Franklin County. Currently we are providing support for 76 veterans who reside in your district

The mission of the Department of Veterans' Services (DVS) is to be the chief advocate for the nearly half-million veterans of the Commonwealth and their families.

Under Chapter 115 of Massachusetts General Laws (M.G.L. ch. 115), the Commonwealth provides a uniform program of financial and medical assistance for income eligible veterans and their dependents. Qualifying veterans and their dependents receive financial assistance for food, shelter, clothing, housing supplies, and medical care in accordance with a formula which takes into account the number of dependants and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as they would were the veteran still living.

Leo and Mark held our first annual Job Fair for Veterans at the French King Bowling Center with great success; as well as, a Veterans Administration Health Fair.

November 13<sup>th</sup> 2014 most member towns voted to dissolve this district and become a member of the new regional veteran's district, Upper Pioneer Veterans Services District 294 Main Street, Greenfield, Mass 01301. The new phone number is 4132-772-1571.

Many Veterans have been calling looking for the VA Web Sites here are a few for you.

**Educational Benefits:** [www.gibill.va.gov](http://www.gibill.va.gov) **Home Loan Guaranty:** [www.homeloans.va.gov](http://www.homeloans.va.gov)

**Federal Jobs:** [www.usajobs.opm.gov](http://www.usajobs.opm.gov) **Returning Veterans:** [www.seamlesstranstion.va.gov](http://www.seamlesstranstion.va.gov)

**VA Home Page:** [www.va.gov](http://www.va.gov) **Government Jobs:** [www.usajobs.gov/opm](http://www.usajobs.gov/opm)

Massachusetts State Veterans Services: [MassVets Advisor](#)

**Leo J. Parent, Director**

**Mark Fitzpatrick, VSOs**



**FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS  
FRANKLIN COUNTY  
COOPERATIVE BUILDING INSPECTION PROGRAM  
2014 ANNUAL REPORT**

Dear Residents of Erving:

As you know, your town receives building, plumbing, gas, and wiring inspection and zoning enforcement services through the Franklin County Cooperative Inspection Program (FCCIP), a thirty-nine year old shared service housed at the Franklin Regional Council of Governments (FRCOG). We thank your town for your continued participation in the FCCIP, which allows small towns to have access to professional staff and state-of-the-art technology.

2014 was a busy year for the program. We issued 2,643 permits, including a significant number of insulation upgrade, solar array and wood/pellet stove permits. The number of permits was higher in 2014 than in the previous year, although the fees collected were slightly lower. A total of 33 new dwelling units were constructed in our 15 member towns.

Our new online permitting program went live on July 1, 2011 and has issued 9,501 building, electrical & plumbing/gas permits since then. The program allows you to apply, pay for, and track the progress of any permit online, saving you time and visits to our office in Greenfield. The program has 3,046 registered users. You can find it at [www.frcog.org](http://www.frcog.org) under the Franklin County Cooperative Inspection Program. Our website also includes helpful information on inspection requirements, permit costs, and contractor licensing.

In 2014, the FCCIP processed the following permits for Erving:

Residential Building Permits	65
Commercial Building Permits	14
Sheet Metal/Duct Permits	1
Electrical Permits	33
Plumbing Permits	13
Gas Permits	5
Certificates of Inspection	10

We would like to remind all residents of the importance of applying for permits for work done. Building, Electrical and Plumbing/Gas permits are required by law and are an essential step in ensuring the safety of our communities. Please feel free to call our office with any building or zoning questions at 774-3167, extension 2.

James D. Hawkins  
Building Commissioner  
[jhawkins@frcog.org](mailto:jhawkins@frcog.org)

James Cerone  
Building Inspector  
[jcerone@frcog.org](mailto:jcerone@frcog.org)

Tom McDonald  
Electrical Inspector  
[electric@frcog.org](mailto:electric@frcog.org)

Andy French  
Plumbing/Gas Inspector  
[plumbing@frcog.org](mailto:plumbing@frcog.org)



# Franklin Regional Council of Governments

The Franklin Regional Council of Governments is pleased to present its **2014 Top Ten Accomplishments and Services** to the towns, residents and region of Franklin County. For more information about these projects and more, please refer to: the FRCOG Annual Report; our web site, [www.frcog.org](http://www.frcog.org); visit us on Facebook, [www.facebook.com/FranklinRegionalCouncilofGovernments](http://www.facebook.com/FranklinRegionalCouncilofGovernments); or follow us on Twitter: @FranklinCOG.

<b>1</b>	<b>Legislation passed that transferred FRCOG employees from Franklin Regional Retirement System to the Massachusetts State Retirement System.</b> The FRCOG will no longer pay a share of the retirement system's unfunded liability, saving approximately \$240,000/year. In FY16, towns will see a considerable reduction to their membership assessments.
<b>2</b>	<b>Passenger Rail returns to Franklin County.</b> As a long-time goal, the FRCOG helped to: ensure that the region's intermodal center was built next to train tracks; secured funding for what is now the John W. Olver Transit Center; assisted in securing ARRA funds for upgrading of the rail lines; and is now working to bring commuter rail to Greenfield in 2016.
<b>3</b>	<b>Regional Preparedness Program expands disaster response network.</b> In times of disaster or emergency, religious and human service organizations are often closest to the people in need. The FRCOG worked with 92 of these entities in western MA to ensure that they are prepared to collaborate to efficiently and effectively support emergency response and recovery.
<b>4</b>	<b>Purchasing Program introduces new cooperative purchases, saving towns money!</b> 15-30% savings on prices of fire hose in our cooperative bid for fire depts. 50% off traffic signs by buying in bulk as part of a new initiative in our Highway Products & Services program.
<b>5</b>	<b>Connecticut River Tri-State Bike Map created.</b> Working with our regional partners in NH and VT, a continuous bicycling route connecting Greenfield, Keene and Brattleboro was created. Hard copy and on-line maps identify the route and resources, such as bike shops, water locations, parking and restrooms. Look for trailblazing signs in Spring of 2015.
<b>6</b>	<b>Promoting and protecting the economic value of forest land.</b> The FRCOG and BRPC are working with 20 communities to study how the federal and state government can help private landowners conserve forests and promote the value of forest products leading to a grant from the USDA to Massachusetts to increase forest resiliency and develop economic opportunities for forest products and a grant to study how to increase energy efficient renewable wood heat.
<b>7</b>	<b>FRCOG's Partnership for Youth Presents at the White House.</b> Representing the Communities That Care Coalition, FRCOG staff presented successful approaches in preventing youth substance abuse and promoting academic success. The Coalition received high praise for its efforts and outcomes from the acting Drug Czar and from the Director of the Center for Substance Abuse Services.
<b>8</b>	<b>Out ahead of Lyme Disease – CPHS tick testing.</b> FRCOG's Cooperative Public Health Service partnered with UMass to implement a Lyme Disease Awareness Program that included billboards, outreach, trail signs and tick testing. Residents are now able to send ticks found on them for lab analysis and get early treatment for potential debilitating diseases.
<b>9</b>	<b>Regional Brownfield Program Continues –</b> The FRCOG was awarded \$300,000 from the EPA to continue its Brownfield Program to assess properties potentially impacted by hazardous materials or petroleum products leading to their clean-up and reuse.
<b>10</b>	<b>Aiding in the effort to reduce opioid and heroin addiction.</b> The FRCOG led the Franklin County Opioid Task Force Healthcare Committee, working with area physicians and pharmacists to develop the Safe Prescriber Pledge that asks prescribers to adopt practices that ensure safe prescribing practices of potentially addictive medications.

Sandra A. Hanks  
Board Chair

Paula J. Light  
Council Member

Paul J. Mokrzecki  
Appointed Member

**FRANKLIN REGIONAL RETIREMENT SYSTEM**  
278 MAIN STREET, SUITE 311  
GREENFIELD, MASSACHUSETTS 01301-3230

David R. Gendron  
Vice Chair

Mary A. Stokarski  
Elected Member

Dale C. Kowacki Executive  
Director

**Annual Report for the Calendar Year Ending December 31, 2013**

To the reader:

The Franklin Regional Retirement System is a government agency that serves the 487 retirees, 42 beneficiaries, 946 active employees, and 561 inactive members of the towns and agencies in Franklin County. We are organized under Chapter 34b, and subject to the provisions of Chapter 32 of the Massachusetts General Laws. We receive oversight on the state level from the Public Employee Retirement Administration Commission (PERAC), which audits our operations and financial records every three years. We are also audited by independent auditors in the two intervening years, as well as a complete actuarial valuation every two years.

The retirement benefit we provide replaces participation in the Social Security system and is described as a “defined benefit”, which means that we pay monthly retirement benefits based on the age, salary, and number of years worked at the time a member of our system retires. To be a member, an employee in one of our government units must be working in a permanent position scheduled at 20 hours or more per week and earning \$5,000 or greater annually. Funding of these benefits begins with deductions from the member, and, combined with matching funds from the employing unit, are invested in a mix of stocks, bonds, and indexed funds. Investment earnings are a large part of the funding of retirement benefits, and the allocation of those funds are spread to a variety of sectors to take advantage of positive activity as it occurs in each sector. Please make note of our investment performance percentages in the chart on the next page.

Up until 1988, we were a “pay-as-you-go” system. In 1988 it was legislated that we begin saving to become “fully funded” over the ensuing 40 years. Fully funded means we have enough in reserves to pay for all the current and future potential benefits of our present membership. At the end of 2013, we are 84% funded at 25 years (63%) into the 40 year mandate.

Our fiscal year is the calendar year, therefore our annual report is not filed until May of the subsequent year, and as a consequence the information provided herein will be a year old by the time you read this. Current reports and information can be found on our website: [www.FRRSMA.com](http://www.FRRSMA.com).

What follows is a synopsis of our annual report, as filed with our State oversight commission, PERAC. The full report can be read on our website.

	CY 2013	CY 2012	CY 2011
<b><u>Balances</u></b>			
Cash	2,107,878	1,335,467	844,585
Investments	112,129,229	94,448,777	83,539,939
Receivables	272,477	431,106	375,266
Payables	100,714	114,075	212,403
Annuity Savings (members)	27,949,619	27,352,296	26,819,919
Retirement Reserves	86,459,252	68,748,979	57,727,469
<b><u>Revenues</u></b>			
Member's contributions	3,187,508	3,224,578	3,202,132
Towns, Schools, Agencies	5,605,588	5,202,569	5,009,154
Retirement Cost Sharing	439,735	375,647	382,475
Miscellaneous Revenue	20,752	66,657	9,161
Investment Income (net)	18,879,116	11,727,623	434,442
<b><u>Expenses</u></b>			
Retirement Benefits	7,437,506	6,840,923	6,158,541
Operating Expenses	373,095	398,662	356,933
Investment Expenses	657,782	538,484	472,198
Retirement Cost Sharing	960,334	723,503	740,517
Refunds to Members	396,387	541,614	594,635
<b><u>Investment Performance</u></b>			
Target	7.88%	7.88%	7.88%
Since 1984	8.59%	8.21%	8.02%
10 years	7.28%	7.04%	4.78%
5 years	13.33%	2.69%	2.28%
Current Year	19.80%	13.39%	0.92%
<b><u>Demographics</u></b>			
	01/01/2014	01/01/2012	01/01/2010
Members' Average Age	48.30	49.00	48.10
Members' Average Service	10.50	10.90	10.10
Members' Average Salary	33,249.00	32,333.00	30,400.00
Retirees' Average Age	72.10	72.10	71.90
Retirees' Average Pension	14,164.00	12,931.00	12,109.00
Disabled Members' Average Age	56.40	n/a	n/a
Disabled Members' Average Pension	26,052.00	n/a	n/a

Dale Kowacki  
Executive Director  
Franklin Regional Retirement System

**GLOSSARY**  
**OF**  
**TERMS**  
**AND**  
**DEFINITIONS**

### **ACCOUNTANT**

The town accountant maintains custody of all town contracts and keeps a detailed record of the town debt, including the reasons for borrowing, the rate of interest when due, and payment provisions (41:57). She/he is bound as well to keep a complete set of municipal books including each specific appropriation, the amounts and purposes of each expenditure, and the receipts from each source of income.

The accountant must inform town officers of unexpended balances in their appropriations (41:58), immediately upon the close of the calendar year, she/he must prepare statements detailing the preceding fiscal year's appropriations and expenditures, appropriations for the current fiscal year, and expenditures incurred during its first six months, as well as estimated expenditures for the second six months and estimates for the ensuing fiscal year. By August 1, the accountant or treasurer must furnish the assessors with a written report of the money received other than from taxes, loans, and trust funds for the preceding fiscal years (41:54A).

A critical function of the town accountant (41:56) relates to the payment of the bills and payrolls, which must be examined for the requisite oaths and approvals. Should any claims be deemed fraudulent, unlawful, or excessive, payment authorization may be withheld. In such instances, a statement must be filed with the town treasurer, outlining the reasons for the refusal. Alternatively, if all is in order, the accountant will draw a warrant upon the treasury for payment.

### **APPROPRIATION**

An authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount as to the time when it may be expended. Only a town meeting or the school committee can authorize money appropriated for one purpose to be used for another. Any part of a "general" appropriation not spent or encumbered by June 30 automatically reverts to surplus. A "specific" or "particular" appropriation is carried forward from year to year until spent for the designated purpose or transferred by town meeting vote to another account.

### **ASSESSED VALUATION**

The value placed on a particular property by the local board of assessors for the purpose of apportioning the town's tax levy among individual property owners equitably and in accordance with the legal requirement that property be assessed at "full and fair cash value," as certified periodically by the state commissioner of revenue.

### **ASSESSOR**

The board of assessors is responsible for the valuation of real and personal property for the purposes of levying the property tax: Generally, the required training, the responsibility for maintaining assessment at full and fair cash value and the required revaluation of property every three years have placed an added burden on assessing offices. As part of their function, the assessors must maintain an extensive database on each parcel of property in town. The assessors are also responsible for establishing a tax rate within the levy limit established by Proposition 2 1/2. They must perform the formal calculation of the tax rate(s) for the town on the "tax rate recapitulation sheet." The role of the assessors is important because they maintain and administer the tax base, a major source of revenue for the town.

### **CHERRY SHEET**

Traditionally printed on cherry-colored paper, this financial statement from the State still retains its nickname in spite of being pink and green. This form lists all the estimated State and County assessments reduced by any money the State expects to return to the Town. This "Cherry Sheet" must be received by the Assessors before the new tax rate can be set.

### **DEPARTMENT HEAD**

Department heads (either appointed, i.e., I-Highway Superintendent, or elected, i.e., Town Clerk) usually prepare their own budgets. Each departmental budget is prepared within the framework and guidelines set by the financial team. Another major role is in the capital planning process. In order to monitor spending activity, department heads must have access to and use interim financial reports. The department head identifies capital needs and usually has the best information regarding level of utilization and specifications for the acquisition. Department heads should meet periodically with the financial team to inform these teammates in the financial management process of major issues facing the department.

### **EXCLUSIONS**

There are two types of exclusions; debt and capital outlay expenditure. These are temporary increases in the levy limit. For debt exclusion, the additional amount for the payment of debt service is added to the levy limit for the life of the debt only. The additional amount for the payment of the capital project cost is added to the levy limit only for the year in which the project is being undertaken.

**FY-FISCAL YEAR**

July 1st to June 30th. At the Annual Town Meeting in May, 2014, we vote on the budget for FY2015 which starts on July 1, 2014. FY2015 taxes are assessed as of January 1, 2014 and billed according to the Fiscal Year July 1, 2014 to June 30, 2015.

**FINANCE COMMITTEE**

The finance committee is the official fiscal watchdog for the town. Finance committees were established so that a representative group of taxpayers could conduct a thorough review of any or all municipal questions on behalf of all the citizens. The finance committee is primarily responsible for submitting its recommendations on the annual budget to the town meeting. The committee is commonly involved in the preparation process involving the development of the budget forms and, in many communities, the establishment of guidelines for department heads. Their statutory authority is limited to making transfers from the town's reserve fund to other line items in the budget as requested.

**FREE CASH**

Free cash is a term which generally represents the amount of community funds that are unrestricted and available for appropriation. Free cash is generated when actual revenue collections are more than budgeted and when expenditures are less than appropriations, or both. Once certified, that amount can only be used through 6/30 of the fiscal year. Free Cash must be certified each year.

**LEVY**

The property tax levy is the revenue a community actually raises through real and personal property taxes. The property tax levy is the largest source of revenue for most towns.

**LEVY CEILING**

The levy ceiling is 2.5% of the total full and fair cash value of all taxable real and personal property in the community. (This is equal to a \$25.00 tax rate.)

**LEVY LIMIT**

The levy limit is the amount the town can raise. This limit is increased from year to year as long as it remains below the levy ceiling. Permanent increases in the levy limit result from the following-. Automatic 2.5% increase yearly; new growth resulting from new construction and overrides.

**LOAN INTEREST**

If the Town has to borrow money, we have to pay back the loan plus interest. The amount voted for Treasurer Loan Interest would be a part of these payments.

**MEDICARE**

Wages of local government employees hired after March 31, 1986, are generally subject to the hospital insurance (Medicare) portion of the social security tax under the Consolidated Omnibus Budget Reconciliation Act which became effective on April 1, 1986. The tax is equal to 1.45% of the employee's pay. The employer is required to contribute an amount equal to that deducted from the employee's pay (An additional 1.45%).

**NEW GROWTH**

New growth is generated by a substantial improvement to a property (generally, any new dwelling unit or an addition adding at least 50% to the value of residential property and not less than \$100,000 or 50% for commercial, industrial and personal property) in a particular year. New growth is calculated by multiplying the allowable new valuation times the prior year's tax rate. It directly increases the levy limit of a community. This is especially important for towns experiencing significant new construction, since growth frequently brings with it a need for increased services.

**OMNIBUS ARTICLE**

A Town Meeting Warrant Article which consolidates budget items for various departments. At the Annual Meeting the Moderator reads the total budget allowing a "question" to be called if more discussion is wanted on a certain item. A vote will be taken first on the total of items not questioned then each questioned item will be voted separately.

**OVERLAY**

Overlay is a reserve account which is established by the assessors annually prior to setting the tax rate. The amount established for overlay should reflect the expected amount that will eventually have to be provided to taxpayers as a result of abatements or exemptions for property taxes. The overlay should be reasonable and be based on historical trends.

### **OVERLAY SURPLUS**

Overlay surplus is the balance in the overlay for a particular year that is an excess of the amount remaining to be collected or abated. The assessors release this excess amount from overlay to overlay surplus. As a result of new legislation, these funds may be appropriated by town meeting for any purpose for which a town may expend funds. At the close of the fiscal year, any balance in the overlay surplus account becomes part of surplus revenue.

### **OVERRIDE**

A community can permanently increase its levy limit by successfully voting an override. The amount of the override becomes a permanent part of the levy limit base. On a ballot, override questions must be presented in dollar terms and must specify the purpose of the override. Overrides may only be presented at an election and require a majority vote for approval.

### **RESERVE FUND**

The reserve fund is a contingency fund usually created as part of the annual budget appropriations which is used to fund extraordinary and unforeseen expenses. It is disbursed through transfers approved by the finance committee. In general, extraordinary and unforeseen items such as an increased insurance premium or a new police cruiser are acceptable. Salary increases are generally not an acceptable use of this reserve.

### **RESOLUTION AID**

Resolution aid refers to the amounts allocated to each city, town and regional school district as stated in the Legislative Resolution in March. It includes direct, flexible aid under the Cherry Sheet program headings Chapter 70, Additional Assistance, and any others so designed by the Legislature. Although Resolution Aid represents the bulk of Cherry Sheet Aid, the terms are not synonymous. Cherry Sheet aid represents the total of all programs appearing on the Cherry Sheet, Resolution Aid represents a portion of this aid.

### **REVENUE SHARING**

Federal tax dollars paid to a town to be used for any purpose which is permissible use of its own revenue. Public Hearings are required before the sums may be appropriated to individual accounts at the Annual Town Meeting.

### **SCHOOL DEPARTMENT**

School departments have a special status concerning a municipality's budget. Under state law (71:34), the legislative body of a town (town meeting) shall establish the total appropriation for the support of the public schools, but may not limit the authority of the school committee to determine expenditures within the total appropriation.

### **SELECTMEN**

The Selectmen are the closest thing a town has to a chief executive. They have overall responsibility for the general operations of town government. As chief executive body of the town, the selectmen develop guidelines consistent with policy, at the same time taking into consideration the available financial resources of the town. As the budget is the single most important policy document that a town develops each year, participation by the selectmen is essential to their maintaining a leadership role in the town. They should review all the budget requests and develop a good understanding of the finance committee's position on the budget. The selectmen should establish policy priorities and provide leadership in the constant debate between the needs of the departments for sufficient resources to deliver public services and what the taxpayer can afford.

### **SOFTWARE SUPPORT FEES (TAX COLLECTOR)**

Money for the purpose of tape conversions (a process which converts the excise tax information at the Registry of Motor Vehicles to the Tax Collector's computer software data structures) and software updates required for the Tax Collector in order to comply with applicable laws of the Commonwealth of Massachusetts.

### **STABILIZATION**

The stabilization fund may be created pursuant to 40:5B. Any interest earned shall be added to and become a part of the fund. This fund may be appropriated for any lawful purpose. The fund may be appropriated in a town at the annual town meeting or a special town meeting by a 2/3 vote.



**TAX COLLECTOR**

The collector is charged with the responsibility for collecting all taxes owed to the municipality. This requires maintaining a good record keeping system and organization to deposit revenue into town accounts as soon as possible. All receipts must be turned over to the treasurer at least once a week (or more often during heavy collection periods). Another major responsibility of the collector is the processing of motor vehicle excise bills. These bills are generated by the Registry of Motor Vehicles and sent to the town for distribution and collection. Timely action pursuing delinquent accounts dramatically increases the likelihood of eventual collection of the tax or payment due.

**TAX TITLE FORECLOSURE**

Foreclosures in the Land Court are, generally speaking, the main avenue by which the treasurer will either be able to force the delinquent taxpayer to redeem the tax title or, if payment is not made, to acquire title to the property for the municipality through foreclosure proceedings.

**TOWN CLERK**

The town clerk certifies town meeting vote, to the treasurer, assessors and accounting officer, with each appropriation in detail including how each appropriation is to be funded. The town clerk certifies all town meeting actions, debt, and overrides to the Department of Revenue.

**TREASURER**

The treasurer is the custodian of all town funds. The position is responsible for the deposit, investment and disbursement of town funds. The treasurer is empowered by town meeting to issue debt on behalf of the town with the approval of the selectmen. During the year, the treasurer must determine the cash needs of the town (i.e., when money will be available to invest and when money will have to be borrowed to meet expenses.) Treasurers should maintain a cash flow budget which is updated and adjusted on a monthly basis. They should review the banking services that are available and competitively seek those that are most cost effective. Investments should be made in accordance with a written investment policy which is reviewed with the selectmen and the finance committee. A strong record keeping system is also important to document performance.

**WARRANT**

There are three types:

1. Treasurer's Warrant, which is signed by the board of selectmen which authorizes the treasurer's to pay a list of bills (41:56)
2. Assessor's Warrant to Collect, which authorizes the collector to collect the amount of tax that has been committed to the collector (59:55)
3. Town Meeting Warrant. All town meetings must be called by a warrant that state the time and place of the meeting and lists all items of business to be acted upon. The warrant must be posted seven (7) days prior the annual town meeting and 14 days prior to a special town meeting (39:10)

**IN MEMORY OF  
THOSE WE'VE LOST IN 2014**

<i>Caroline J. Fellows</i>	<i>03-15-37 to 02-25-14</i>
<i>Verne W. Fellows, Jr.</i>	<i>05-20-35 to 03-03-14</i>
<i>Jennie A. Cichanowicz</i>	<i>08-18-21 to 03-08-14</i>
<i>Roy Wilbur Kuczvara</i>	<i>04-11-29 to 04-01-14</i>
<i>Ernest S. Lucas</i>	<i>07-18-26 to 04-06-14</i>
<i>Arthur S. Johnson, Jr.</i>	<i>04-05-29 to 07-03-14</i>
<i>Jane Frances Realini</i>	<i>02-23-33 to 08-04-14</i>
<i>Josephine Czernich</i>	<i>02-19-26 to 08-21-14</i>
<i>Evelyn R. Durning</i>	<i>04-19-45 to 09-15-14</i>
<i>Ronda A. Reipold</i>	<i>04-28-81 to 09-17-14</i>
<i>Leo Edward Cordery</i>	<i>04-23-24 to 10-14-14</i>



**If you have been asking yourself  
"HOW CAN I MAKE A DIFFERENCE?"**

**You can make a difference by:**

- *VOLUNTEERING ON A BOARD OR COMMITTEE***
- RUNNING FOR AN ELECTED POSITION**
- ATTENDING TOWN MEETINGS**
- REGISTERING TO VOTE AND PARTICIPATING IN ELECTIONS**

**These experiences are both educational and rewarding.**

**MAKE A DIFFERENCE IN YOUR COMMUNITY!**

***United States Senator***

*Elizabeth Warren  
Springfield Federal Building  
1550 Main Street, Suite 406  
Springfield, MA 01103  
(413) 788-2693*

***United States Senator***

*William M. Cowan  
365 Dirksen Senate Office Building  
Washington, DC 20510  
Phone: (202) 224-2742*

***United States Congressman***

*Jim McGovern  
94 Pleasant Street  
Northampton, MA 01060  
(413) 341-8700*

***Governor***

***Commonwealth of Massachusetts***

*Deval Patrick  
State House – Room 360  
Boston, MA 02133  
(617) 722-4005*

***Senator in General Court***

*Stan Rosenberg  
State House – Room 320  
Boston, MA 02133  
(617) 722-1532*

***Representative in General Court***

*Denise Andrews  
State House – Room 443  
Boston, MA 02133  
(617) 722-2460  
[Denise.Andrews@mahouse.gov](mailto:Denise.Andrews@mahouse.gov)*

# AT YOUR SERVICE

## HELPFUL CONTACT AND SCHEDULE INFORMATION

### ***Board of Selectmen/ Water Commissioners Town Hall***

Monday 6:30 PM  
413-422-2800 Ext. 102

### ***Administrator Town Hall***

Monday thru Friday  
10:00 AM – 5:00 PM  
Monday evening  
6:30 PM – 8:30 PM  
413-422-2800 Ext. 102

### ***Municipal Clerk Town Hall***

Mon., Tues., Thurs.  
9:15 AM – 5:15 PM  
Wednesday  
9:15 AM – 1:30 PM  
Friday  
9:15 AM – 4:00 PM  
413-422-2800 Ext. 101

### ***Accountant Town Hall***

Thursday  
9:00 AM – 5:00 PM  
Friday hours vary  
413-422-2800 Ext. 103

### ***Board of Assessors Town Hall***

Every Other Monday 6:00 PM  
413-422-2800 Ext. 107

### ***Assistant Assessor Town Hall***

Monday, Tuesday and Thursday  
9:00 AM – 4:00 PM  
6:30 PM – 9:00 PM  
413-422-2800 Ext. 107

### ***Erving Fire Station #2***

413-422-2800 Ext. 200 or 9-1-1

### ***Conservation Commission Town Hall***

First Monday 7:30 PM  
413-422-2800 Ext. 100

### ***Council on Aging Senior / Community Center***

**1 Care Drive**  
Meets Second Tuesday 9:30 AM  
413-423-3649  
Center Open Mon – Fri  
9:00 AM – 2:00 PM

### ***Highway, Water & Wastewater Dept. 16 Public Works Blvd.***

Monday thru Friday  
6:00 AM – 4:00 PM  
413-423-3354

### ***Finance Committee Town Hall***

As Necessary  
413-422-2800 Ext. 100

### ***Erving Public Library 17 Moore Street***

Sunday 1:00 PM – 4:00 PM  
Monday 1:00 PM – 7:00 PM  
Wednesday 10:00 AM – 4:00 PM  
Thursday 1:00 PM – 7:00 PM  
413-423-3348

### ***Town Clerk Town Hall***

Monday evening  
7:00 PM – 9:00 PM  
413-422-2800 Ext. 106

### ***Planning Board Town Hall***

Third Thursday 7:00 PM  
413-422-2800 Ext. 100

### ***Tax and Water Collector Town Hall***

Hours Vary. Please Call.  
413-422-2800 Ext. 104

### ***Veteran's Agent 194 Millers Falls Road Turners Falls***

Monday thru Friday  
8:00 AM – 4:00 PM  
413-863-3205

### ***Zoning Board of Appeals Town Hall***

Meets by Appointment  
413-422-2800 Ext. 100

### ***Treasurer Town Hall***

Monday, Tuesday, Thursday  
9:00 AM – 12:00 PM  
413-422-2800 Ext. 114

### ***Erving Elementary School***

28 Northfield Road  
413-423-3326

### ***Erving School Committee***

Erving Elementary School  
Third Tuesday 7:00 PM

### ***Board of Health Town Hall***

Meets by Appointment  
413-422-2800 Ext. 101

### ***Erving Police Station***

71 French King Highway  
413-423-3310

### ***ERVING TOWN HALL GENERAL MAILBOX:***

413-422-2800 Ext. 100

**Town of Erving's Website: [www.erving-ma.org](http://www.erving-ma.org)**